UMASS/AMHERST
312066 0270 7511 0

Digitized by the Internet Archive
in 2014

https://archive.org/details/occupationalprof978mcnu

Bind as is

MASS.
C. COL.

MASS.
MA20.25:978

OCCUPATIONAL PROFILE OF SELECTED NON-MANUFACTURING INDUSTRIES IN MASSACHUSETTS 1978

GOVERNMENT DOCUMENTS
COLLECTION

OCT 05 1982

University of Massachusetts
Depository Copy

OCCUPATION/INDUSTRY RESEARCH PUBLICATION

Job Market Research Massachusetts Division of Employment Security

THE COMMONWEALTH OF MASSACHUSETTS
DIVISION OF EMPLOYMENT SECURITY
Charles F. Hurley Building
Government Center, Boston, Ma 02114

AN OCCUPATIONAL PROFILE OF SELECTED NON-MANUFACTURING INDUSTRIES IN MASSACHUSETTS

1978
Report Number 9

Prepared by:

John T. McNulty, Economist II
Robert Aloisi, Senior Labor Market Economist

January 1980

Eugene J. Doody,
Director

Helen B. Munzer, Director
Job Market Research

Elliot Winer, Chief Supervisor
Occupation/Industry Research

ACKNOWLEDGEMENTS

Our sincere appreciation is extended to the many employers who participated in this survey, without whose support this labor market information would not be available.

Acknowledgement is also made to the United States Department of Labor and in particular to the Bureau of Labor Statistics both on the National and Regional office level for their technical support.

We also wish to recognize the splendid support of Mary Davie, programmer, to the keypunching section under the supervision of Mary Sheehan, Assunta Finocchio who was responsible for control and processing of the survey, to Richard Fox for his field work, and to Susan Rico and Donna Mangone.

TABLE OF CONTENTS

	Page
Introduction	1
Methodology	2
Glossary	4
Scope of Survey	5
Employment Trends 1975-1978	6
Distribution of Covered Employment	7
Occupational Categories	8
Mining and Quarrying (SIC 10-14)	10
Construction (SIC 15-17)	12
Heavy Construction (SIC 162)	17
Banking and Credit Agencies (SIC 60 and 61)	18
Commercial and Stock Savings Banks (SIC 602)	22
Mutual Savings Banks (SIC 603)	24
Security Brokers and Other Investment Cos. (SIC 62 and 67)	27
Security Brokers and Dealers (SIC 621)	31
Insurance, Real Estate and Combinations of Real Estate, Insurance, Loans and Law Offices (SIC 63,64,65,66)	32
Subdividers and Developers (SIC 655)	38
Hotels, Rooming Houses, Camps, and Other Lodging Places (SIC 70)	39
Personal Services (SIC 72)	43
Business Services (SIC 73)	47
Auto Repair, Services, and Garages (SIC 75)	52
Auto Rentals, Without Drivers (SIC 751)	56
Motion Pictures (SIC 78)	57
Motion Picture Theaters (SIC 783)	60

TABLE OF CONTENTS

Continued

	Page
Amusement and Recreation Services, Except Motion Pictures (SIC 79)	61
Health Services, Except Hospitals (SIC 80), (Except 806)	65
Nursing and Personal Care Facilities (SIC 805)	69
Outpatient Care Facilities (SIC 808)	71
Health and Allied Services N.E.C. (SIC 809)	72
Legal Services (SIC 81)	73
Social Services (SIC 83)	76
Individual and Family Social Services (SIC 832)	81
Residential Care (SIC 836)	82
Social Services N.E.C. (SIC 839)	83
Museums, Art Galleries, Botanical and Zoological Gardens (SIC 84)	84
Museums and Art Galleries (SIC 841)	87
Membership Organizations (SIC 86)	88
Membership Organizations N.E.C. (SIC 869)	92
Miscellaneous Services (SIC 89)	93
Engineering, Architecture, and Surveying Services (SIC 891)	97

INTRODUCTION

The Occupational Employment Statistics Program is part of a Federal-State cooperative program involving State Employment Security Agencies as well as the Employment and Training Administration and the Bureau of Labor Statistics. It was designed to meet the needs of economists, employment specialists, educators and others for current data on employment by occupation and projected data on employment by occupation and industry. The information obtained from this program will be used as input in constructing industry-occupation matrices that will provide the data base for projecting future manpower requirements, emphasized in the Comprehensive Employment and Training Act of 1973 and other employment and educational legislation.

This publication is the ninth in a planned series of documents on current occupational profiles of Massachusetts industries. Other occupational reports available from this division are listed on the last page.

Currently data is being collected for Wholesale and Retail Trade, Regulated Industries, State and Local Government and for the first time, all levels of Education.

METHODOLOGY

The Sample

The second quarter 1978 report (ES-202) of employment and wages covered by the Massachusetts Employment Security Law was used as a sampling frame for the Occupational Employment Statistics survey of non-manufacturing establishments.

The sampling frame was stratified by three-digit SIC's (Standard Industrial Classification) and by nine employment size classes. Establishments with less than four employees were excluded from the sample, and all units with employment of two hundred and fifty or more were automatically included. All other establishments were subject to sample selection on a random basis, with the units in larger size classes having a proportionately higher chance of selection. Each unit was given a weight according to the proportion of firms selected in each size class. The sample included 5461 establishments with benchmark employment of 265,675.

The Survey and Response

After the initial mailing, two follow-ups were sent to nonrespondents. Telephone calls and personal visits were made to nonrespondents where the data was critical for calculating valid estimates. Of the 5461 establishments in the survey, replies were received from 3773, a response rate of 69.1 percent. After manual editing and mechanical (computer) screening 3585 were useable, with total employment of 173,220, 65.2 percent of sample employment.

The Estimating Procedure

All useable questionnaires were stratified into seven size groups, by industry. Reported total employment and occupational employment on each questionnaire was multiplied by the weight assigned during sample selection. These industry data were then divided into the employment in the ES 202 report (stratified by corresponding cells) for the reference month of the survey. The result produced by this procedure is known as the benchmark factor. This factor was then applied to the occupation data, thus accounting for nonresponse. These occupational estimates were then summed across size classes in industry totals.

Sampling Error

Sampling error is an arithmetic measure of the precision of an estimate. It is the difference between the estimate computed from the sample and the result that would have been obtained if the same methods were used to collect identical information from the universe. The relative errors listed in this report are the sampling errors of each occupation expressed as a percent of that occupational estimate. The relative errors shown are such that the chances are 2 out of 3 that the results of a comparable full scale data collection, using the same survey approach, would not differ by more than the percent shown; the chances are 19 out of 20 that

the results of a full scale data collection would not differ by more than twice the percent shown. For example, it is estimated in this report that there are 570 Accountants/Auditors employed in SIC 602, Commercial and Stock Savings Banks making up 1.87 percent of total employment in the industry. Thus the chances are about 68 out of 100 that the results of a comparable full scale data collection would differ by less than 80 (14 percent) from the 570 estimated; similarly the estimated 1.87 percent of total employment would differ by less than 0.26 percent of total employment.

Nonsampling Error

The results of this survey are subject to biases and other nonsampling errors. Although careful editing and screening steps were taken, responding establishments may account for some errors in computations and processing, as well as placing workers in a wrong occupation. The nonrespondents are a source of nonsampling error for which measures are not available but are reflected in the estimating procedure.

GLOSSARY

Non-economic code changes are SIC code changes which are not attributed to actual shifts in the economic activity of a particular establishment. They are frequently the result of corrections of industry codes that were previously assigned incorrectly. The corrective efforts toward improving the coding process in Massachusetts has produced a significant number of non-economic code changes in recent years. This has resulted in substantial improvement in the quality of the data but some distortion in past trends. The problem caused by trend comparability in future surveys, however, should be minimal.

1972 SIC subsequent to the last nonmanufacturing survey, a Standard Industrial Classification (SIC) code revision took place (1967 SIC to 1972 SIC). While the new SIC codes (1972) are a more realistic portrayal of the current industrial structure, they do present comparability problems within certain industries.

Establishments are economic units, generally at a single physical location. An establishment is not necessarily identical with a company. Example: A large bank with officers in 10 cities would represent 10 establishments. Massachusetts has nearly 700 firms that are reporting by establishments.

SCOPE OF SURVEY

This survey covered the following Standard Industrial Classifications, of the 1972 Manual in Non-manufacturing. For your convenience listed below are the two digit SIC Codes with their short titles.

SIC CODE	SHORT TITLES
10-14	Mining, Oil and Gas Extraction
15	General Building Contractors
16	Nonbuilding Contractors
17	Special Trades Contractors
60	Banking
61	Credit Agencies
62	Security, Commodity Brokers
63	Insurance
64	Insurance Agents
65	Real Estate
66	Combined Real Estate and Insurance
67	Investment Companies
70	Hotels and Lodging Places
72	Personal Services
73	Business Services
75	Auto Repair and Services
76	Miscellaneous Repair
78	Motion Pictures
79	Amusement and Recreation
80 ex. 806	Health (except hospitals)
81	Legal Services
83	Social Services
84	Museums
86	Membership Organizations
89	Miscellaneous Services

NONMANUFACTURING
Employment Trends 1975-1978

SIC 1/	Reference Month	1975	1976	1977	1978	
10-14	May	943	882	943	912	
15	June	20,726	18,663	18,841	22,208	
16	June	15,187	14,571	13,835	9,929	2/
17	June	48,015	44,311	42,964	45,864	
60	May	44,096	44,554	45,365	43,809	3/
61	May	5,102	5,048	4,888	8,348	3/
62	June	6,853	6,945	7,012	7,358	
63	May	43,896	43,995	44,842	45,652	
64	May	12,316	12,465	12,738	13,448	
65	May	16,266	15,474	16,612	17,055	
66	May	1,322	1,239	1,241	1,212	
67	June	2,212	2,289	2,276	2,226	
70	May	19,410	19,845	19,453	21,005	
72	May	24,085	23,193	23,831	24,142	
73	June	65,623	68,918	74,508	89,578	
75	May	13,058	14,352	13,458 4/	15,249	
76	June	6,922	6,825	5,925 4/	6,719	
78	April	4,514	4,476	4,305	3,673	5/
79	April	13,542	14,022	14,987	14,086	
80 ex.806	May	67,974	70,506	73,890	77,579	
81	June	10,527	10,962	11,307	11,990	
83	May	17,394	19,040	23,908	28,370	
84	April	1,995	2,214	2,253	2,602	
86	April	19,276	19,240	17,015	17,773	
89	June	30,490	31,424	30,800 4/	37,228	2/
TOTAL		511,744	515,453	527,197	568,015	

1/ 1972 SIC CODES

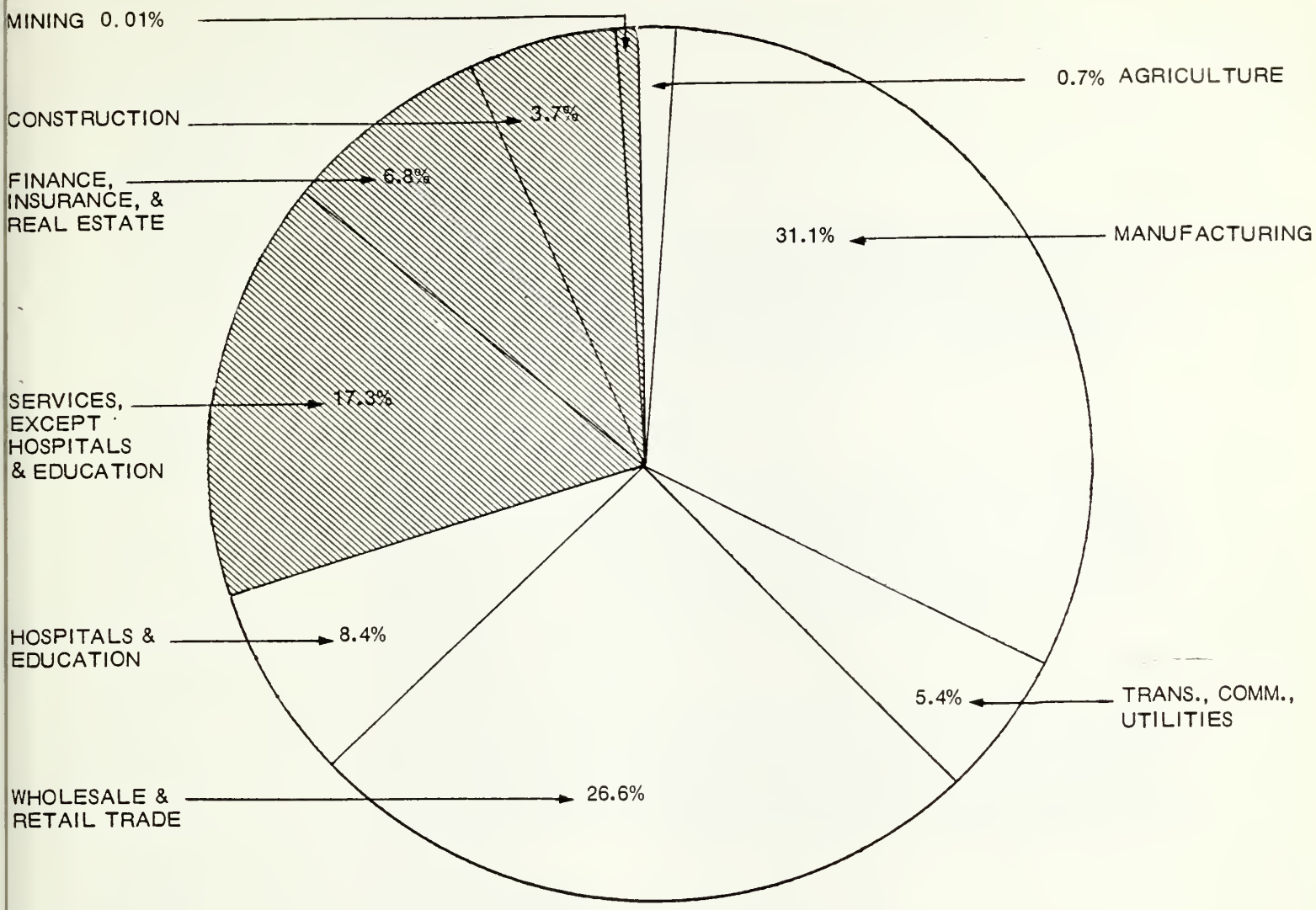
2/ The sharp changes in employment are attributed primarily to a code change in one establishment with employment of 4500. The shift was from SIC 16 to 89.

3/ A complete review of savings and loan associations resulted in a shift from SIC 60 to 61.

4/ Without non-economic code changes employment would have shown growth.

5/ Non-economic code change.

DISTRIBUTION OF COVERED EMPLOYMENT[1/] - JUNE 1978



INDUSTRY	JUNE 1978 EMPLOYMENT	PERCENT OF TOTAL
Agriculture	13,816	0.7
Mining	936	0.01
Construction	78,001	3.7
Manufacturing	649,118	31.1
Trans., Comm., Util.	113,452	5.4
Wholesale/Retail Trade	555,434	26.6
Fin., Ins., Real Estate	141,317	6.8
Total Services	537,250	25.7
Hospitals & Education	176,529	8.4
Services, Except Hosp. & Ed.	360,721	17.3
Total All Industries	2,089,324	100.0

Survey Coverage

1/ Excludes government

THE MAJOR OCCUPATIONAL CATEGORIES USED IN THE
OCCUPATIONAL EMPLOYMENT STATISTICS SURVEY

OES CODE	DESCRIPTION
10000	MANAGERS AND OFFICERS
	Includes persons concerned with policy making, planning, organizing, staffing, directing and/or who directly supervise the activities of the company or establishment workforce. Includes only managers and officers who are exempt from the minimum wage and overtime provisions of the Fair Labor Standards Act.
20000	PROFESSIONAL OCCUPATIONS
	Includes persons concerned with the theoretical or practical aspects of such fields as science, engineering, technical work, art, education, medicine, law and business relations. Most of these occupations require substantial educational preparation, usually at the university level.
30000	TECHNICAL OCCUPATIONS
	Includes all persons actually engaged in technical work utilizing theoretical knowledge of fundamental scientific, engineering, mathematical, computer programming, or draft design principles, comparable to those acquired through study at institutions with less extensive training than 4-year colleges.
40000	SERVICE WORKERS
	Includes those workers in occupations concerned with the performance of services for persons that require either direct contact or close association with the individual; occupations concerned with the protection of individuals or public or private property; occupations concerned with preparing and serving food and beverages; and occupations related to the cleaning of the interior and equipment of buildings, offices, stores, and similar places.
50000	PRODUCTION AND MAINTENANCE WORKERS
	Includes all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving operating, maintenance, construction, repair, material handling, and powerplant operations.

The Major Occupational Categories (continued)

OES CODE	DESCRIPTION
60000	CLERICAL OCCUPATIONS
	Includes office and plant clerical personnel. Office clerical work involves preparing, transcribing, transferring, systematizing, and preserving communications and records; collating accounts and distributing information. Plant clerical work involves planning, coordinating, or expediting of production and the flow of work; or the clerical aspects of receiving, storing, issuing, or shipping of materials, merchandise, supplies, or equipment.
70000	SALES OCCUPATIONS
	Includes persons concerned wholly or primarily with selling when knowledge of the goods or services sold is required, such as sales agents, sales clerks, real estate agents, demonstrators, etc.

MINING AND QUARRYING (SIC 10 - 14)

This division includes the extraction of minerals occurring naturally: solids, such as coal and ores; liquids, such as crude petroleum; and gases, such as natural gas. The term "mining" is also used in the broad sense to include quarrying, well operation, and milling (crushing, screening, washing, flotation, etc.). Exploration and development of mineral properties are included, as are services performed on a contract, fee or other basis in the development of mineral properties. Dealers in mineral leases are included in Industry 6211.

Although employment in this division is minimal, its contribution to the economy of the state is far reaching. The ability to provide sand, gravel, and stone to the widely diversified construction industry as well as to the manufacturers of stone, clay, glass and concrete products is vital. The construction, expansion and improvement of plant facilities, as well as highway and roads, depends on the ability of these industries to deliver from the most proximate locations.
Employment in these industries has been constant. Of the 83 establishments no single one employs over 100, and 60 establishments employ less than 10. The occupational distribution is virtually unchanged since our last survey in 1975.

RANKED OCCUPATIONAL EMPLOYMENT

1.	Truck Driver	220
2.	Managers and Officers	130
3.	Heavy Equipment Operators	100
4.	Automobile Mechanic	30
5.	General Clerk	30

These occupations represent 58% of industry employment

OCCUPATIONS OF EMPLOYEES
MINING, OIL AND GAS EXTRACTION (SIC 10 - 14)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	130	14.77	7
Professional Occupations	10	1.44	N/A
Service Occupations	10	1.44	N/A
Maintenance and Production Occupations	630	71.59	N/A
Supervisor, Nonworking	30	3.41	6
Mechanic, Automotive	30	3.41	3
Mechanic, Maintenance	20	2.27	12
Truck Drivers	220	25.00	2
Delivery and Route Workers	20	2.27	8
Heavy Equipment and Operator	100	11.36	3
Loading-Machine Operator	30	3.41	6
Maintenance Repairer	20	2.27	5
Rock Splitter, Quarry	30	3.41	10
Conveyor Operator/Tender	20	2.27	5
Mill/Grinder Operator	10	1.14	6
All Other Skilled Workers	20	2.27	N/A
All Other Semiskilled Workers	50	5.68	N/A
All Other Unskilled Workers	30	3.41	N/A
Clerical Occupations	100	11.36	N/A
Bookkeeper, Hand	20	2.27	5
General Clerk	30	3.41	6
Secretary	10	1.14	8
Weigher, Record Keeping	20	2.27	4
All Other Clerical Workers	20	2.27	N/A
TOTAL	880	100.00	N/A

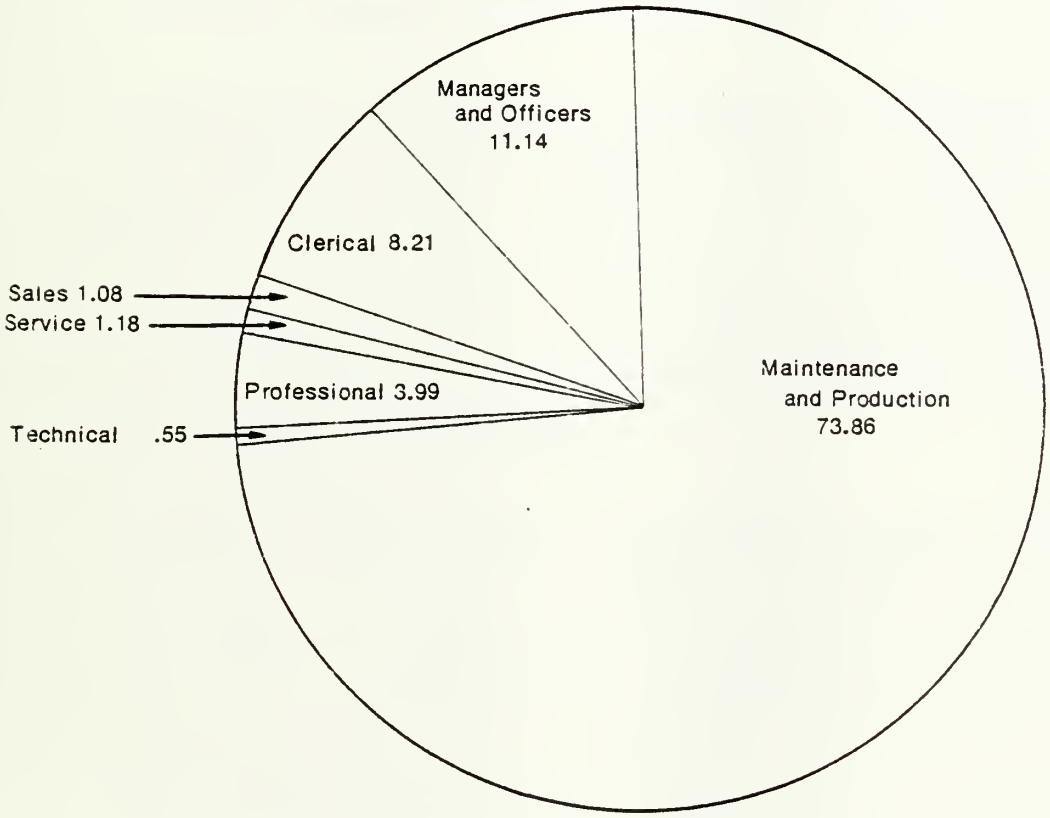
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

CONSTRUCTION (SIC 15 - 17)

This division includes general and special trade contractors primarily engaged in construction and, beginning with the 1972 SIC Manual, operative builders. The term "construction" includes new work, additions, demolition, and alterations, and repairs and in the case of general and special trade contractors the installation of prefabricated building equipment and materials.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Carpenter	10,050	6.	Painter	3,240
2.	Managers & Officers	8,690	7.	Heavy Equipment Operator	2,940
3.	All Other Unskilled Workers	6,160	8.	Carpenter Helper	2,710
4.	Electrician	4,010	9.	Truck Driver	2,550
5.	Plumber/Pipefitter	3,580	10.	General Clerk	2,340

These 10 occupations make up 59% of total industry employment

The construction industry has nearly 13,650 establishments in Massachusetts, of which 95% have less than 20 employees and 70% have no more than 3 employees. As volatile as this industry may be to economic conditions such as inflation and interest rates, as well as to weather elements, employment on a year to year basis has, in most cases, fluctuated by only about 5 percent.

Response to our survey seems to indicate that small establishments are adaptable to seasonal and cyclical demands. Plumbing contractors for example in most cases can meet the demands for air-conditioning installation, and single family housing contractors are capable of meeting the demand as sub-contractors for interior work on nonresidential buildings.

A comparison with the survey conducted in 1975 shows a consistency in the major occupational categories but some major changes exist in the trade occupations. The percentage distribution varies by as much as twenty percent. While there is no concrete reason for these variations, one probable cause is that in an industry where many workers have dual occupational responsibilities, the job holder has been reported in a different occupation in each survey.

OCCUPATIONS OF EMPLOYEES
CONSTRUCTION (SIC 15 - 17)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	8,690	11.14	2
Professional Occupations	3,110	3.99	N/A
Civil Engineer	450	0.58	7
Electrical/Electronic Engineer	100	0.13	29
Mechanical Engineer	70	0.09	21
Safety Engineer	20	0.03	21
All Other Engineers	60	0.08	N/A
Purchasing/Agent Buyer	170	0.22	7
Accountants/Auditors	590	0.76	5
Cost Estimator	1,610	2.06	3
Personnel/Labor Relations Specialist	20	0.03	24
All Other Professional Workers	20	0.03	N/A
Technical Occupations	430	0.55	N/A
Computer Programmer	20	0.03	21
Drafter	120	0.15	12
Electrical/Electronic Technicians	170	0.22	14
Surveyor	60	0.08	18
All Other Technicians	60	0.08	N/A
Service Occupations	920	1.18	N/A
Supervisor, Nonworking Service	20	0.03	31
Janitors, Porters, & Cleaners	860	1.10	16
Guards & Doorkeepers	40	0.05	33
Maintenance & Production Occupations	57,640	73.86	N/A
Supervisor, Nonworking	670	0.86	6
Mechanic, Automotive	210	0.27	8
Diesel Mechanic	100	0.13	11
Engineering Equipment Mechanic	190	0.24	13
Mechanic, Maintenance	240	0.31	14
Refrigeration/Air Conditioning Mechanic	980	1.26	9
All Other Mechanics & Repairers	290	0.37	27
Truck Drivers	2,550	3.27	4
Air-Hammer Operator	210	0.27	19
Asbestos/Insulation Workers	530	0.68	20
Blaster, Construction	10	0.01	26
Bricklayer	1,440	1.85	9
Cabinetmaker	80	0.10	11
Carpet Cutter/Layer	150	0.19	12
Carpenter	10,050	12.88	3
Cement Mason	1,030	1.32	8
Concrete-Mixer Operator	20	0.03	23
Conduit Mechanic	10	0.01	29
Crane, Derrick, Hoist Operator	250	0.32	21
Drywall Applicator	1,150	1.47	13
Electrician	4,010	5.14	4
Fence Erector	660	0.85	14

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Fitter, Pipelayer	30	0.04	18
Floor Sanding Machine Operator	30	0.04	17
Furnace Installer/Repairer	100	0.13	12
Glazier	250	0.32	20
Heavy Equipment Operator	2,940	3.77	6
Rigger	170	0.22	26
Industrial Truck Operator	140	0.18	21
Lather	40	0.05	23
Line Installer-Repairer	70	0.09	27
Maintenance Repairer	40	0.05	16
Metal Fabricator	80	0.10	23
Millwright	70	0.09	13
Oil-Burner Installer	160	0.21	13
Oiler	100	0.13	14
Painter, Maintenance	3,240	4.15	2
Paperhanger	70	0.09	13
Pipelayer	620	0.79	11
Plasterer	390	0.50	14
Plumber/Pipefitter	3,580	4.59	5
Reinforcing-Iron Worker	170	0.22	29
Roofer	1,700	2.18	5
Sheet Metal Worker	1,840	2.36	11
Layout Worker	110	0.14	33
Structural-Steel Worker	340	0.44	17
Taper	400	0.51	12
Tile Setter	160	0.21	16
Welders/Flame Cutters	250	0.32	14
Surveyor Helper	30	0.04	21
Asphalt-Plant Drier	10	0.01	29
Asphalt-Plant Operator	30	0.04	22
Asphalt Raker	60	0.08	16
Ceiling-Tile Installer	130	0.17	13
Terrazzo Worker	10	0.01	28
Bricklayer Helper	760	0.97	8
Carpenter Helper	2,710	3.47	5
Cement Mason Helper	410	0.53	11
Electrician Helper	940	1.20	6
Painter Helper	80	0.10	16
Paperhanger Helper	10	0.01	28
Plasterer Helper	110	0.14	13
Plumber/Pipefitter Helper	530	0.68	10
Roofer Helper	380	0.49	13
Tile Setter Helper	60	0.08	26
Cabinetmaker Helper	20	0.03	14
All Other Skilled Workers	1,520	1.95	N/A
All Other Semiskilled Workers	1,760	2.26	N/A
All Other Unskilled Workers	6,160	7.89	N/A

OCCUPATION	EMPLOYMENT	
	Number	Percent
Clerical Occupations		
Clerical Supervisor	6,410	8.21
Bookkeeping/Billing Machine Operator	20	0.03
Computer Operator	50	0.06
Keypunch Operator	30	0.04
Stenographer	20	0.03
Accounting Clerk	20	0.03
Bookkeeper, Hand	50	0.06
File Clerk	1,380	1.77
General Clerk	20	0.03
Payroll/Timekeeping Clerk	2,340	3.00
Personnel Clerk	460	0.59
Receptionist	10	0.01
Secretary	10	0.01
Switchboard Operator	1,740	2.23
Switchboard Operator/Receptionist	10	0.01
Typist	20	0.03
All Other Office Clerical Workers	80	0.10
Shipping/Receiving Clerk	50	0.06
Stock Clerk, Storeroom	20	0.03
All Other Plant Clerical Workers	50	0.06
Sales Occupations	30	0.04
Sales Representatives	840	1.08
Sales Clerks	820	1.05
	20	0.03
TOTAL	78,040	100.00

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
HEAVY CONSTRUCTION, EXCEPT HIGHWAYS (SIC 162)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	710	13.50	14
Professional Occupations	210	3.99	N/A
Technical Occupations	30	0.57	N/A
Maintenance and Production Occupations	3,950	75.10	N/A
Truck Driver	420	7.98	25
Carpenter	270	5.13	31
Cement Mason	30	0.57	15
Heavy Equipment Operator	700	13.31	32
Carpenter Helper	40	0.76	25
All Other Skilled Workers	1,520	28.90	N/A
All Other Semiskilled Workers	130	2.47	N/A
All Other Unskilled Workers	840	15.97	N/A
Clerical Occupations	360	6.84	N/A
Computer Operator	10	0.19	34
All Other Office Clerical Workers	330	6.27	N/A
All Other Plant Clerical Workers	20	0.38	N/A
TOTAL	5,260	100.00	N/A

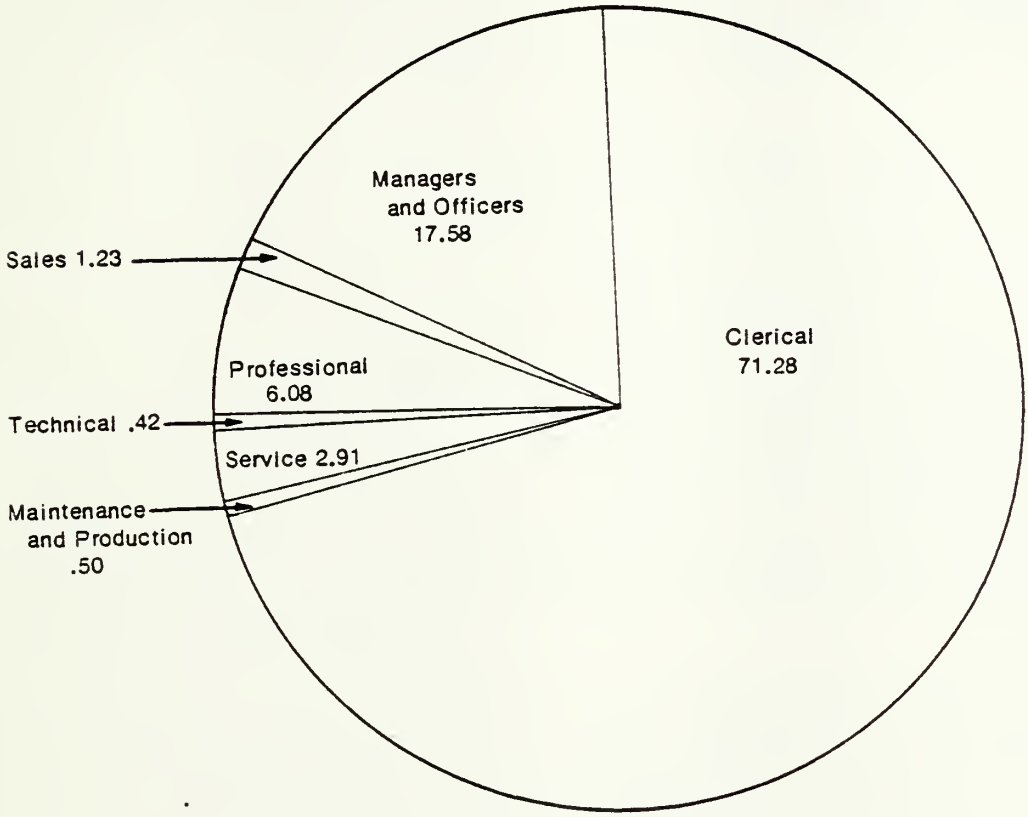
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

BANKING AND CREDIT AGENCIES (SIC 60 AND 61)

These major groups include institutions which are engaged in Deposit Banking or closely related functions, including Fiduciary Activities, and establishments engaged in extending credit in the form of loans.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Teller	12,760	6.	Secretary	1,880
2.	Managers & Officers	9,170	7.	Typist	1,130
3.	General Clerk	3,510	8.	New Accounts Teller	1,100
4.	All Other Office Clerical Workers	2,630	9.	Accounting Clerk	1,080
5.	Clerical Supervisor	2,310	10.	File Clerk	1,020

These 10 occupations make up 70% of total employment

These major groups have a total of almost 1600 establishments of which 85 employ 100 or more. These 85 units account for nearly 60% of total employment. If the many branch locations of these establishments were included their share of employment would be substantially greater.

Contrary to general belief, negligible employment growth was attained in banking and its allied industries between 1975 and 1977. Significant employment gains, however, were recorded during 1978. The explanation for the almost static employment from 1975 thru 1977 most probably lies with the many mergers and associations that were consumated during this period. These corporate changes brought about many centralized computer centers and a large savings in personnel, in the occupations that would normally be increasing.

After analyzing the results of our 1975 survey and comparing the occupational staffing patterns with the 1978 survey, we caution that conclusions drawn from the differences can be misleading. In the interim a complete survey of SIC coding was undertaken within these industries, with particular emphasis placed on the type of insurance membership held by each bank and a clear understanding if they were members of the Federal Reserve System. This survey resulted in an enormous number of code changes within the banking and credit agency industries.

Over seventeen percent of employment is made up of managers and officers and seventy one percent were in clerical positions, with tellers being the single largest occupation. In the latter group more than 40 occupations were listed.

OCCUPATIONS OF EMPLOYEES
BANKING AND CREDIT AGENCIES (SIC 60 AND 61)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	9,170	17.58	1
Professional Occupations	3,170	6.08	N/A
Financial Analyst	130	0.25	2
Economist	20	0.04	1
Systems Analyst, EDP	340	0.65	2
Purchasing Agent/Buyer	80	0.15	15
Accountants/Auditors	800	1.53	3
Budget Analyst	40	0.08	3
Credit Analyst, Chief	160	0.31	3
Credit Analyst	340	0.65	5
Lawyer	50	0.10	4
Personnel/Labor Relations Specialist	190	0.36	2
Public-Relations Practitioner	120	0.23	4
Appraiser, Real Estate	160	0.31	5
All Other Professional Workers	740	1.42	N/A
Technical Occupations	220	0.42	N/A
Computer Programmers	190	0.36	3
All Other Technicians	30	0.06	N/A
Service Occupations	1,520	2.91	N/A
Supervisor, Nonworking Service	40	0.08	4
Janitors, Porters, and Cleaners	920	1.76	4
Guards and Doorkeepers	370	0.71	6
Food Service Workers	120	0.23	3
All Other Service Workers	70	0.13	N/A
Maintenance and Production Occupations	260	0.50	N/A
Supervisor, Nonworking	30	0.06	4
Mechanic, Maintenance	20	0.04	1
All Other Mechanics	30	0.06	1
Truck Driver	10	0.02	5
Carpenter	10	0.02	4
Electrician	20	0.04	2
Maintenance Repairer	60	0.12	10
Parking-Lot Attendant	30	0.06	9
All Other Skilled Workers	20	0.04	N/A
All Other Semiskilled Workers	10	0.02	N/A
All Other Unskilled Workers	20	0.04	N/A
Clerical Occupations	37,180	71.28	N/A
Clerical Supervisor	2,310	4.43	3
Addressing Machine Operator	30	0.06	10
Bookkeeping/Billing Machine Operator	270	0.52	8
Computer Operator	270	0.52	3
Keypunch Operator	310	0.59	5
Peripheral E.D.P. Equipment Operator	70	0.13	5

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Proof Machine Operator	950	1.82	5
Coin Machine Operator	140	0.27	8
All Other Office Machine Operators	290	0.56	1
Stenographer	140	0.27	7
Accounting Clerk	1,080	2.07	3
Bookkeeper, Hand	420	0.81	5
Adjustment Clerk	310	0.59	3
Cashier	70	0.13	10
Checking Clerk, Bank	320	0.61	9
Collector	640	1.23	3
Credit Reporter	170	0.33	6
File Clerk	1,020	1.96	5
Insurance Clerk	70	0.13	4
General Clerk	3,510	6.73	3
Mail Clerk	340	0.65	4
Messenger, Bank	90	0.17	6
New-Accounts Teller	1,100	2.11	3
Order Clerk	20	0.04	7
Payroll/Timekeeping Clerk	90	0.17	13
Personnel Clerk	130	0.25	2
Receptionist	430	0.82	10
Safe-Deposit Clerk	310	0.59	7
Secretary	1,880	3.60	2
Statement Clerk	710	1.36	5
Statistical Clerk	20	0.04	5
Switchboard Operator	280	0.54	8
Switchboard Operator/Receptionist	130	0.25	10
Messenger	430	0.82	6
Teller	12,760	24.46	1
Transit Clerk	290	0.56	8
Typist	1,130	2.17	6
Credit Clerk	990	1.90	6
Mortgage Closing Clerk	570	1.09	7
Sorting Clerk, Bank	70	0.13	4
Loan Closer	270	0.52	6
All Other Office Clerical Workers	2,630	5.04	N/A
Stock Clerk, Storeroom	60	0.12	4
All Other Plant Clerical Workers	60	0.12	N/A
Sales Occupations	640	1.23	4
TOTAL	52,160	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
COMMERCIAL AND STOCK SAVINGS BANKS (SIC 602)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	5,230	17.14	6
Professional Occupations	1,880	6.16	N/A
Financial Analyst	110	0.36	9
Economist	10	0.03	10
Systems Analyst, EDP	260	0.85	6
Accountants/Auditors	570	1.87	14
Budget Analyst	30	0.10	13
Credit Analyst, Chief	80	0.26	11
Credit Analyst	150	0.49	24
Lawyer	30	0.10	13
Personnel/Labor Relations Specialist	140	0.46	7
Public Relations Practitioner	60	0.20	16
Appraiser, Real Estate	20	0.07	18
All Other Professional Workers	420	1.38	N/A
Technical Occupations	170	0.56	N/A
Computer Programmer	140	0.46	14
All Other Technicians	30	0.10	N/A
Service Occupations	730	2.39	N/A
Janitors, Porters, Cleaners	310	1.02	30
Guards and Doorkeepers	240	0.79	30
Food Service Workers	110	0.36	13
All Other Service Workers	70	0.23	N/A
Maintenance and Production Occupations	120	0.39	N/A
Truck Driver	10	0.03	20
Maintenance Repairer	20	0.07	28
Parking Lot Attendant	30	0.10	33
All Other Skilled Workers	30	0.10	N/A
All Other Semiskilled Workers	10	0.03	N/A
All Other Unskilled Workers	20	0.07	N/A
Clerical Occupations	21,850	71.62	N/A
Clerical Supervisor	1,380	4.52	15
Addressing Machine Operator	20	0.07	38
Computer Operator	210	0.69	13
Keypunch Operator	270	0.88	17
Peripheral EDP Operator	50	0.16	23
Proof Machine Operator	900	2.95	15
Coin Machine Operator/Sorter Currency	100	0.33	38
All Other Office Machine Operators	290	0.95	N/A
Stenographer	40	0.13	31
Accounting Clerks	650	2.13	13
Adjustment Clerk	270	0.88	10
Checking Clerk, Bank Records	230	0.75	40

OCCUPATION	EMPLOYMENT Number	Percent	Relative Error Percent
Collector	310	1.02	9
Credit Reporter	130	0.43	23
File Clerk	830	2.72	21
General Clerk	2,570	8.42	12
Mail Clerk	240	0.79	17
Messenger, Bank	70	0.23	21
New Accounts Teller	490	1.61	20
Order Clerk	10	0.03	30
Personnel Clerk	100	0.33	8
Receptionist	300	0.98	45
Safe-Deposit Clerk	230	0.75	28
Secretary	1,290	4.23	10
Statement Clerk	390	1.28	27
Switchboard Operator	150	0.49	48
Messenger	370	1.21	23
Teller	5,710	18.72	7
Transit Clerk	280	0.92	26
Typist	720	2.36	29
Credit Clerk	280	0.92	50
Mortgage Closing Clerk	240	0.79	48
Sorting Clerk, Bank	40	0.13	17
All Other Office Clerical Workers	2,580	8.46	N/A
Stock Clerk, Storeroom	50	0.16	13
All Other Plant Clerical Occupations	60	0.20	N/A
Sales Occupations	530	1.74	12
TOTAL	30,510	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
MUTUAL SAVINGS BANKS (SIC 603)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	2,010	17.52	5
Professional Occupations	410	3.57	N/A
Purchasing Agent	20	0.17	18
Accountants/Auditors	100	0.87	14
Credit Analyst, Chief	20	0.17	41
Personnel/Labor Relations Specialist	30	0.26	13
Public Relations Practitioner	30	0.26	18
Appraiser, Real Estate	100	0.87	18
All Other Professional Workers	110	0.96	N/A
Technical Occupations	10	0.09	N/A
Service Occupations	320	2.79	N/A
Janitors, Porters, and Cleaners	260	2.27	14
Guards and Doorkeepers	50	0.44	45
All Other Service Workers	10	0.09	N/A
Maintenance and Production Workers	40	0.35	N/A
Supervisor, Nonworking	20	0.17	25
All Other Skilled Workers	10	0.09	N/A
All Other Unskilled Workers	10	0.09	N/A
Clerical Occupations	8,660	75.50	N/A
Supervisor, Clerical	590	5.14	10
Bookkeeping/Billing Machine Operator	70	0.61	23
Computer Operator	40	0.35	26
Keypunch Operator	10	0.09	45
All Other Office Machine Operators	20	0.17	N/A
Stenographer	70	0.61	37
Accounting Clerk	180	1.57	20
Bookkeeper, Hand	150	1.31	19
Checking Clerk, Bank Records	60	0.52	19
Collector	80	0.70	21
Credit Reporter	40	0.35	26
File Clerk	140	1.22	15
Insurance Clerk	50	0.44	14
General Clerk	400	3.49	19
Mail Clerk	40	0.35	20
Messenger, Bank	10	0.09	42
New-Accounts Teller	470	4.10	13
Payroll/Timekeeping Clerk	20	0.17	25
Personnel Clerk	30	0.26	19
Receptionist	30	0.26	29
Safe-Deposit Clerk	70	0.61	15
Secretary	290	2.53	13
Statement Clerk	200	1.74	13

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Switchboard Operator	90	0.78	15
Switchboard Operator/Receptionist	40	0.35	33
Messenger	40	0.35	21
Teller	4,560	39.76	3
Transit Clerk	10	0.09	39
Typist	280	2.44	17
Credit Clerk	150	1.31	14
Mortgage Closing Clerk	190	1.66	15
Sorting Clerk, Bank	20	0.17	38
Loan Closer	130	1.13	13
All Other Office Clerical Workers	90	0.78	N/A
Sales Occupations	20	0.17	26
TOTAL	11,470	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
SAVINGS AND LOAN ASSOCIATIONS (SIC 612)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	930	22.30	7
Professional Occupations	110	2.64	N/A
Accountants/Auditors	30	0.72	48
All Other Professional Workers	80	1.92	N/A
Service Occupations	170	4.08	N/A
Janitors, Porters, and Cleaners	150	3.60	23
All Other Service Workers	20	0.48	N/A
Maintenance and Production Occupations	20	0.48	N/A
Clerical Occupations	2,940	70.50	N/A
Clerical Supervisor	170	4.08	18
Bookkeeping/Billing Machine Operator	70	1.68	36
Accounting Clerk	50	1.20	34
General Clerk	160	3.84	29
New-Accounts Teller	110	2.64	24
Receptionist	60	1.44	36
Secretary	130	3.12	20
Statement Clerk	80	1.92	16
Switchboard Operator/Receptionist	30	0.72	30
Teller	1,690	40.53	5
Typist	30	0.72	49
Credit Clerk	70	1.68	35
Mortgage Closing Clerk	100	2.40	25
All Other Office Clerical Workers	190	4.56	N/A
TOTAL	4,170	100.00	N/A

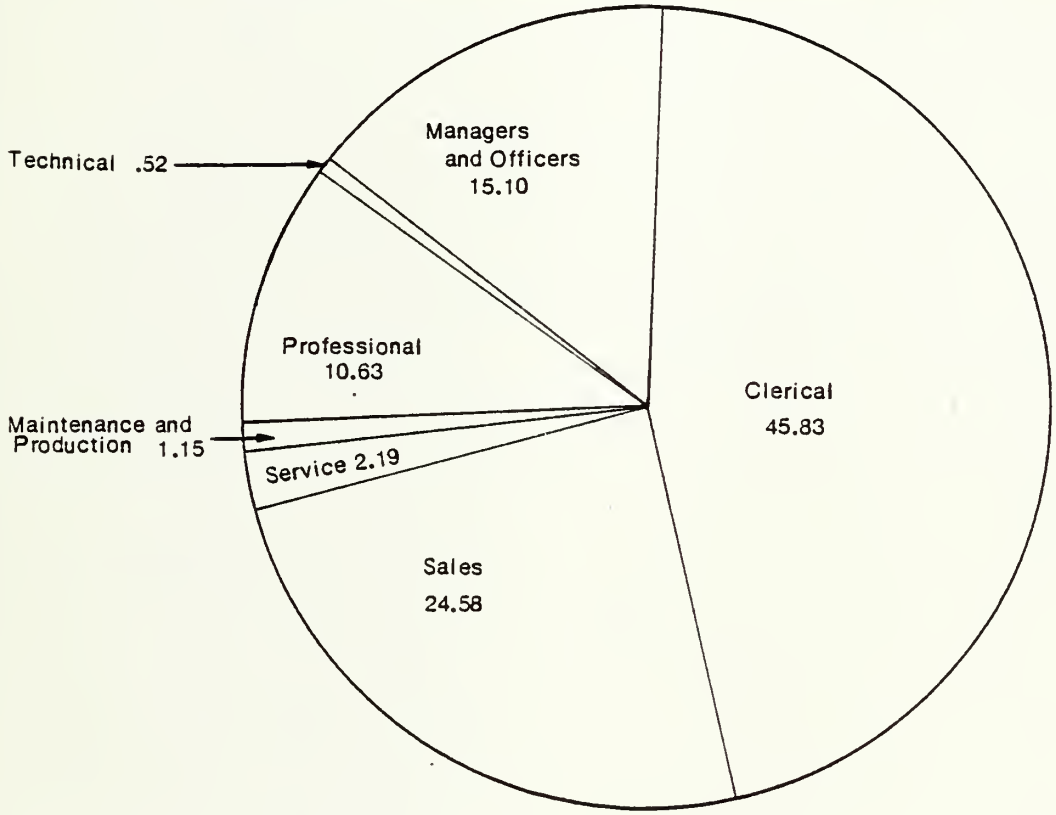
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

SECURITY BROKERS AND OTHER INVESTMENT COMPANIES (SIC 62 AND 67)

These major groups include establishments engaged in the underwriting purchase, sale, or brokerage of securities and other financial contracts on their own account or for the account of others; exchanges, exchange clearing houses and other services allied with the exchange of securities and commodities, as well as investment trusts, investment companies, holding companies, and commodity trading companies.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Sales Agent, Financial Service	1,930
2.	Managers & Officers	1,450
3.	Secretary	1,190
4.	General Clerk	890
5.	Brokerage Clerk	350
6.	Financial Analyst	300
7.	Accountants/Auditors	250
8.	Accounting Clerk	230
9.	All Other Sales Agents	220
10.	Typist	190

These 10 occupations make up 73% of total industry employment

These major groups combined include more than 650 establishments of which 400 employ three or less. There are 21 establishments that account for almost one third of total employment. Employment has remained constant in both SIC 62 and 67.

Management, Clerical and Sales occupations account for almost ninety percent of employment, with Sales occupations alone representing nearly twenty-five percent. Since our 1975 survey, Sales occupations have grown by 700, nearly a fifty-percent increase, Managers and Officers have increased by more than thirty percent, and Automatic Data Processing occupations have a sixty percent growth. These sharp increases are particularly significant when the industry growth has not been large. The distribution of other occupations has changed but not dramatically.

OCCUPATIONS OF EMPLOYEES
SECURITY BROKERS AND OTHER INVESTMENT COMPANIES (SIC 62 AND 67)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	1,450	15.10	3
Professional Occupations	1,020	10.63	N/A
Financial Analyst	300	3.13	6
Statistician	30	0.31	11
Economist	10	0.10	16
Market-Research Analyst	20	0.21	26
Systems Analyst, E.D.P.	30	0.31	10
Purchasing Agent/Buyer	10	0.10	11
Accountants/Auditors	250	2.60	8
Lawyer	40	0.42	9
Personnel/Labor Relations Specialist	20	0.21	9
Floor Representative/Trader	130	1.35	9
All Other Professional Workers	180	1.88	N/A
Technical Occupations	50	0.52	N/A
Service Occupations	210	2.19	N/A
Janitors, Porters, and Cleaners	110	1.15	20
Guards and Doorkeepers	20	0.21	28
Food Service Workers	50	0.52	1
All Other Service Workers	30	0.31	32
Maintenance and Production Occupations	110	1.15	N/A
Maintenance Repairer	60	0.63	21
All Other Semiskilled Workers	50	0.52	N/A
Clerical Occupations	4,400	45.83	N/A
Clerical Supervisor	190	1.98	5
Bookkeeping/Billing Machine Operator	20	0.21	17
Computer Operator	50	0.52	12
Keypunch Operator	120	1.25	8
Duplicating Machine Operator	20	0.21	10
All Other Office Machine Operators	60	0.63	5
Stenographer	100	1.04	15
Accounting Clerk	230	2.40	8
Dividend Clerk	40	0.42	12
Bookkeeper, Hand	190	1.98	5
Brokerage Clerk	350	3.65	6
Cashier	40	0.42	7
File Clerk	80	0.83	10
General Clerk	890	9.27	7
Securities Cashier	30	0.31	10
Trade Recorder	20	0.21	8
Mail Clerk	70	0.73	7
Margin Clerk	40	0.42	7

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Payroll/Timekeeping Clerk	30	0.31	12
Personnel Clerk	10	0.10	8
Purchase and Sales Clerk	20	0.21	11
Receptionist	50	0.52	12
Secretary	1,190	12.40	3
Security Description Clerk	10	0.10	13
Switchboard Operator	50	0.52	11
Switchboard Operator/Receptionist	70	0.73	7
Messenger	50	0.52	7
Transfer Clerk	40	0.42	11
Typist	190	1.98	6
All Other Office Clerical Workers	130	1.35	N/A
Stock Clerk, Storeroom	20	0.21	23
Sales Occupations	2,360	24.58	N/A
Sales Agent, Financial Service	30	0.31	15
Sales Agent, Securities	1,930	20.10	2
Broker and Market Operator, Commodities	20	0.21	19
Portfolio Manager	160	1.67	11
All Other Sales Agents	220	2.29	N/A
TOTAL	9,600	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
SECURITY BROKERS AND DEALERS (SIC 621)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	470	10.54	10
Professional Occupations	250	5.61	N/A
Financial Analyst	70	1.57	33
Accountants/Auditors	40	0.90	32
Floor Representative/Securities Trader	60	1.35	47
All Other Professional Workers	80	1.79	N/A
Technical Occupations	10	0.22	N/A
Service Occupations	20	0.45	N/A
Maintenance and Production Occupations	20	0.45	N/A
Clerical Occupations	1,620	36.32	N/A
Clerical Supervisor	60	1.35	21
Keypunch Operator	40	0.90	32
Duplicating Machine Operator	10	0.22	37
All Other Office Machine Operators	60	1.35	N/A
Stenographer	20	0.45	47
Accounting Clerk	30	0.67	40
Dividend Clerk	20	0.45	46
Brokerage Clerk	240	5.38	20
Cashier	20	0.45	39
File Clerk	20	0.45	50
General Clerk	180	4.04	22
Securities Cashier	30	0.67	33
Mail Clerk	20	0.45	31
Margin Clerk	40	0.90	21
Purchase/Sales Clerk	20	0.45	43
Receptionist	10	0.22	24
Secretary	480	10.76	10
Switchboard Operator	20	0.45	18
Switchboard Operator/Receptionist	40	0.90	31
Messenger	40	0.90	29
Typist	60	1.35	37
All Other Office Clerical Workers	160	3.59	N/A
Sales Occupations	2,070	46.41	N/A
Sales Representative, Securities	1,910	42.83	7
All Other Sales Representatives	160	3.59	N/A
TOTAL	4,460	100.00	N/A

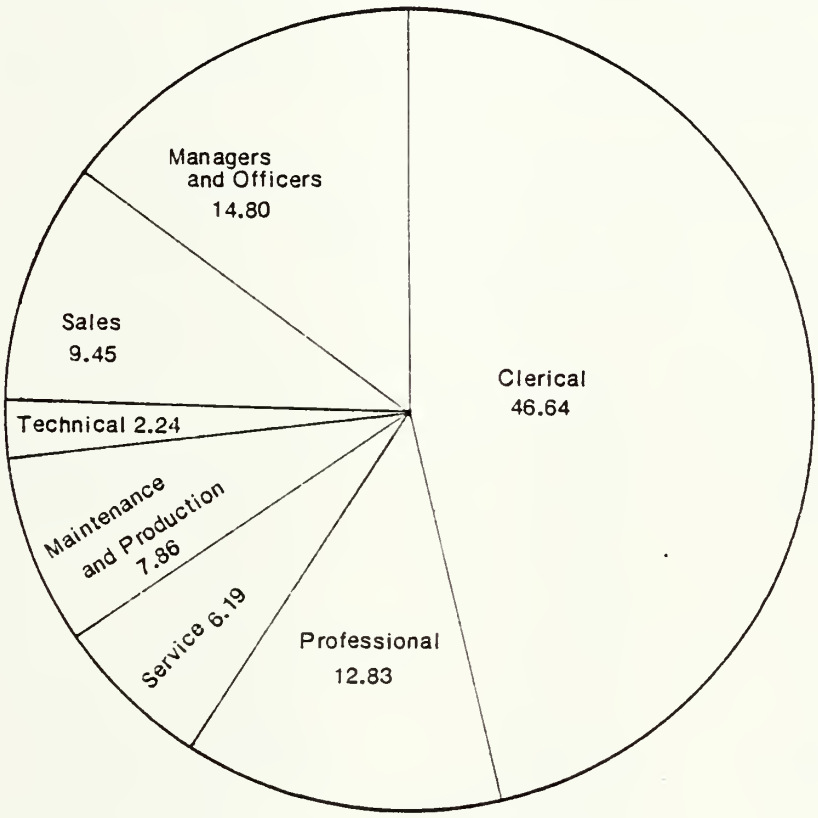
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

INSURANCE, REAL ESTATE AND COMBINATIONS OF REAL ESTATE, INSURANCE, LOANS AND LAW OFFICES (SIC 63, 64, 65, 66)

These major groups include insurance carriers of all types, agents and brokers of insurance, organizations offering services to insurance companies and to policyholders. Real estate operators, owners and lessors of real property, as well as buyers, sellers, developers, agents, and brokers. Also included in this group are Combinations of Real Estate, Insurance, Loans, Law Offices.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Managers & Officers	11,450	6.	Underwriter	2,630
2.	General Clerk	6,830	7.	Maintenance Repairer	2,610
3.	Sales Agent, Insurance	5,640	8.	Typist	2,240
4.	All Other Office Clerical Workers	4,560	9.	All Other Janitors and Cleaners	2,150
5.	Secretary	3,900	10.	Clerical Supervisor	2,090

These 10 occupations make up 51% of total industry employment

Traditionally, the industries included in these major groups have been considered to be the least subject to employment fluctuation because of changes in economic conditions. As might be expected there has been a small but steady growth in employment from year to year.

Massachusetts has many life insurance companies home based in the State, as well as several Fire and Casualty groups and many long established New England Mutuals. These establishments along with almost 6000 Insurance Agents and Brokers, Real Estate Agents, and combination Real Estate, Insurance, Loans and Law Offices account for employment approaching 80,000.

Establishments and Employment Distribution
June 1978

SIC		Establishments	Employment
631	Life Insurance	251	25,156
632	Accident & Health	29	4,962
633	Fire, Marine, Casualty	152	15,145
635	Surety	10	57
636	Title	12	131
637	Pension, Health & Welfare	98	398
641	Agents, Brokers & Services	1,904	13,738
651	Real Estate Operators	1,556	7,401
653	Real Estate Agents & Managers	1,893	8,969
654	Title Abstract Officers	13	66
655	Subdividers	215	1,293
661	Combination, Real Estate, Insurance, Loans, Law Officers	287	1,219

Of the nearly 6500 establishments in these groups 32 employ 33,000 or forty-three percent of total employment, and over 4400 establishments employ a total of 5700 or only seven percent of total employment.

The insurance industries employ nearly 60,000 and of this total seventy percent are employed by insurance carriers with the remainder primarily being Agents and Brokers, but with some employed in supportive services such as independent adjusting and inspection bureaus.

Most Real Estate employment is divided between Real Estate Operators and Real Estate Agents and Managers. Operators account for forty percent of employment and Agents and Managers forty-seven percent.

In comparing occupational staffing patterns the most significant change is a thirty percent increase in Underwriters since the 1975 survey. Other changes include a five percent increase in Programmers, six percent more Managers and Officers and a reduction of seven percent in Sales occupations.

Other changes in employment occurred but they were insignificant as a share of total employment.

OCCUPATIONS OF EMPLOYEES
INSURANCE, INSURANCE AGENTS, AND REAL ESTATE (SIC 63, 64, 65, 66)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	11,450	14.80	5
Professional Occupations	9,930	12.83	N/A
Engineers	160	0.21	27
Actuary	330	0.43	18
Financial Analyst	160	0.21	26
Statistician	390	0.50	31
Systems Analyst, E.D.P.	1,020	1.32	20
Purchasing Agent/Buyer	120	0.16	33
Accountants/Auditors	930	1.20	10
Appraiser	120	0.16	32
Budget Analyst	120	0.16	18
Investigator, Insurance	130	0.17	30
Lawyer	350	0.45	11
Librarian, Professional	20	0.03	25
Personnel/Labor Relations Specialist	170	0.22	14
Physician/Surgeon	60	0.08	13
Public Relations Practitioner	90	0.12	21
Safety Inspector	380	0.49	16
Title Examiner	80	0.10	7
Appraiser, Real Estate	170	0.22	28
Special Agent, Insurance	150	0.19	18
Claims Examiner, Insurance	920	1.19	18
Underwriter	2,630	3.40	8
All Other Professional Workers	1,430	1.85	N/A
Technical Occupations	1,730	2.24	N/A
Computer Programmers	1,090	1.41	21
All Other Technicians	640	0.83	N/A
Service Occupations	4,790	6.19	N/A
Supervisor, Nonworking Service	160	0.21	12
Maid	520	0.67	25
All Other Janitors, and Cleaners	2,150	2.78	11
Guards and Doorkeepers	730	0.98	12
Food Service Workers	700	0.90	21
Elevator Operator	130	0.19	31
All Other Service Workers	400	0.52	N/A
Maintenance and Production Occupations	6,080	7.86	N/A
Supervisor, Nonworking	170	0.22	14
Mechanics and Repairers	50	0.06	N/A
Truck Driver	20	0.03	26
Carpenter	370	0.48	11
Compositor/Typesetter	70	0.09	29
Electrician	120	0.16	28

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Maintenance Repairer	2,610	3.37	8
Helper, Trades	190	0.25	16
Painter, Maintenance	420	0.54	12
Plumber/Pipefitter	90	0.12	26
Press Operator, Plate Printer	110	0.14	16
Stationary/Boiler Firer	50	0.06	29
Stationary Engineer	210	0.27	18
Gardeners and Groundskeepers	1,190	1.54	5
All Other Skilled Workers	180	0.23	N/A
All Other Semiskilled Workers	170	0.22	N/A
All Other Unskilled Workers	60	0.08	N/A
Clerical Occupations	36,090	46.64	N/A
Clerical Supervisor	2,090	2.70	11
Bookkeeping/Billing Machine Operators	400	0.52	19
Computer Operator	430	0.56	17
Keypunch Operator	490	0.63	14
Duplicating Machine Operators	140	0.18	24
All Other Office Machine Operators	330	0.43	42
Stenographer	330	0.43	12
Accounting Clerk	1,630	2.11	9
Bookkeeper, Hand	1,230	1.59	6
Cashier	200	0.26	29
Claims Adjuster	1,010	1.31	16
Claims Clerk	970	1.25	10
Correspondence Clerk	490	0.63	17
File Clerk	1,750	2.26	15
General Clerk	6,830	8.83	11
Mail Clerk	440	0.57	12
Order Clerk	90	0.12	26
Payroll/Timekeeping Clerk	190	0.25	15
Personnel Clerk	130	0.17	19
Policy-Change Clerk	1,260	1.63	8
Rater	1,260	1.63	12
Real Estate Clerk	270	0.35	10
Receptionist	350	0.45	9
Secretary	3,900	5.04	6
Statistical Clerk	270	0.35	27
Switchboard Operator	150	0.19	13
Switchboard Operator/Receptionist	380	0.49	11
Typist	2,240	2.89	11
Worksheet Clerk	430	0.56	34
Insurance Checker	260	0.34	32
Claim Examiner	1,100	1.42	13
Loan Closer	20	0.03	33
All Other Office Clerical Workers	4,560	5.89	N/A
Shipping/Receiving Clerk	60	0.08	18

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Stock Clerk, Storeroom	100	0.13	27
All Other Plant Clerical Workers	310	0.40	N/A
Sales Occupations	7,310	9.45	N/A
Placer	190	0.25	31
Real Estate Broker	240	0.31	16
Sales Agent, Real Estate	1,080	1.40	12
Sales Agent, Insurance	5,640	7.29	16
All Other Sales Workers	160	0.21	N/A
TOTAL	77,380	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
SUBDIVIDERS AND DEVELOPERS (SIC 655)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	200	15.87	27
Professional Occupations	40	3.17	N/A
Service Occupations	60	4.76	N/A
Janitors, Porters, and Cleaners	30	2.38	46
All Other Service Workers	30	2.38	N/A
Maintenance and Production Occupations	740	58.73	N/A
Maintenance Repairer	50	3.97	40
Gardeners and Grounds Keepers	600	47.62	18
All Other Skilled Workers	80	6.35	N/A
All Other Unskilled Workers	10	0.79	N/A
Clerical Occupations	210	16.67	N/A
Bookkeeper, Hand	50	3.97	40
General Clerk	60	4.76	31
Secretary	40	3.17	46
All Other Clerical Workers	60	4.76	N/A
Sales Occupations	10	0.79	N/A
TOTAL	1,260	100.00	N/A

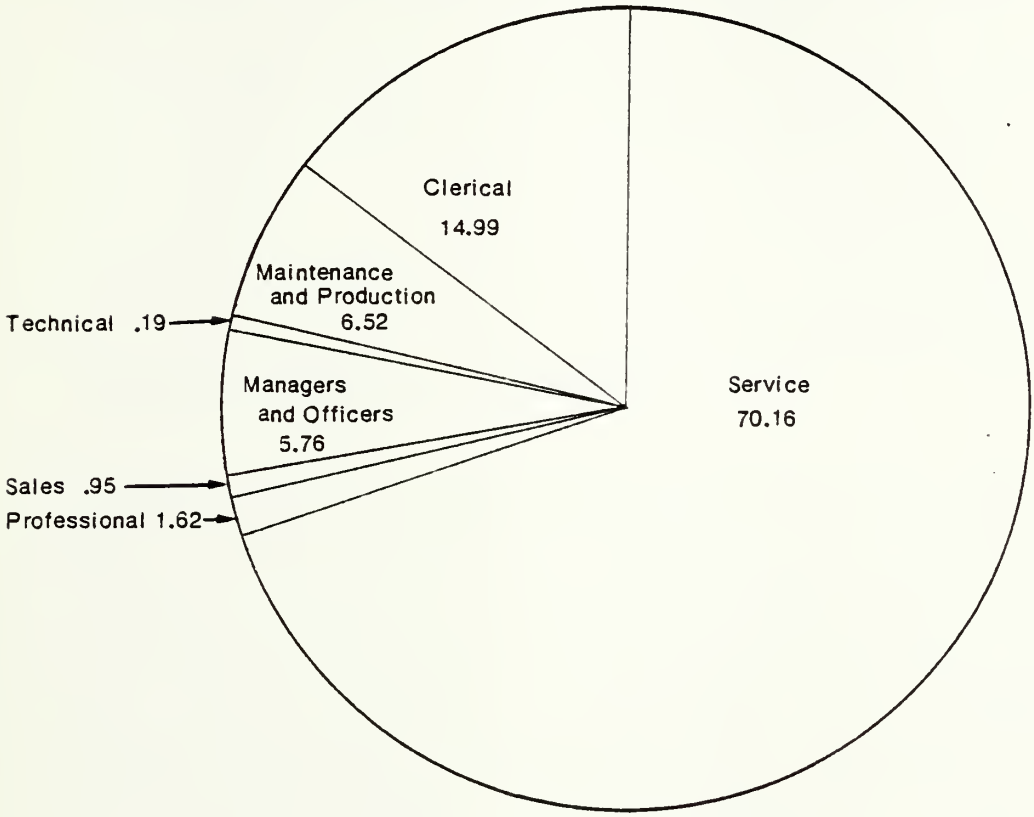
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

HOTELS, ROOMING HOUSES, CAMPS, AND OTHER LODGING PLACES (SIC 70)

This major group includes commercial and institutional establishments engaged in furnishing lodging, or lodging and meals and camping space and camping facilities, on a fee basis.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Maid	4,750	6.	House Cleaner	750
2.	Waiter/Waitress	3,750	7.	Dining Room Attendant	700
3.	Managers & Officers	1,210	8.	Bartender	700
4.	Desk Clerk	1,210	9.	Cook, Restaurant	580
5.	Kitchen Helper	1,020	10.	Bellhop	430

These 10 occupations make up 67% of total industry employment

There are over 1000 establishments in this major group with employment of over 23,000 in season. Of this total 13 non-seasonal hotels employ nearly 6000, over twenty-five percent of the total. Employment has been nearly constant, with a variation from year to year of less than three percent. It would appear from the plans and commitments for new construction in this industry, that the growth in employment could be substantial over the next few years.

A comparison of this survey with results of the 1975 survey shows a wide variation both in numbers and in the percent distribution. This variation exists in the major categories as well as in the occupations. It would appear that this current survey's distribution is more reliable, and in particular the major category estimates. The current estimates were based upon a better response rate from the moderate size establishments.

OCCUPATIONS OF EMPLOYEES
HOTELS AND OTHER LODGING PLACES (SIC 70)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	1,210	5.76	N/A
Professional Occupations	340	1.62	N/A
Purchasing Agent/Buyer	40	0.19	19
Accountants/Auditors	110	0.52	15
Personnel/Labor Relations Specialist	10	0.05	8
Group Recreation Worker	90	0.43	4
All Other Professional Workers	90	0.43	N/A
Technical Occupations	40	0.19	N/A
Service Occupations	14,740	70.16	N/A
Supervisor, Nonworking Service	160	0.76	12
Maid	4,760	22.66	6
House Cleaner	750	3.57	8
All Other Janitors and Cleaners	220	1.05	14
Guards and Doorkeepers	230	1.09	11
Baker, Bread/Pastry	30	0.14	26
Bartender	690	3.28	7
Dining Room Attendant	700	3.33	10
Butcher/Meat Cutter	10	0.05	33
Host/Hostess, Restaurant	230	1.09	15
Kitchen Helper	1,020	4.85	8
Waiter/Waitress	3,750	17.85	6
Cook, Short Order	110	0.52	26
Cook, Restaurant	580	2.76	9
Food Preparers, Fast Foods	130	0.62	30
Pantry/Sandwich Maker	230	1.09	12
All Other Food Service Workers	30	0.14	32
Bellhop, Porter, Doorkeeper	430	2.05	11
Housekeeper	340	1.62	8
Recreation Facility Attendant	50	0.24	21
Elevator Operator	40	0.19	20
Lifeguard	160	0.76	18
Checkroom/Locker-room Attendant	60	0.29	15
All Other Service Workers	30	0.14	N/A
Maintenance and Production Workers	1,370	6.52	N/A
Washer, Machine/Starcher	70	0.33	15
Laundry Operator	270	1.29	14
Laundry Presser, Machine	10	0.05	14
Carpenter	20	0.10	10
Electrician	10	0.05	10
Inspector	20	0.10	15
Maintenance Repairer	430	2.05	8

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Painter, Maintenance	60	0.29	17
Parking-lot Attendant	70	0.33	26
Gardeners/Groundkeepers	170	0.81	13
All Other Skilled Workers	50	0.24	N/A
All Other Semiskilled Workers	120	0.57	N/A
All Other Unskilled Workers	80	0.38	N/A
Clerical Occupations	3,150	14.99	N/A
Clerical Supervisor	150	0.71	23
Bookkeeping/Billing Machine Operator	20	0.10	28
Accounting Clerk	320	1.52	15
Bookkeeper, Hand	210	1.00	9
Cashier	410	1.95	10
General Clerk	130	0.62	15
Desk Clerk	1,210	5.76	6
Payroll/Timekeeping Clerk	40	0.19	17
Receptionist	40	1.19	10
Secretary	230	1.09	6
Switchboard Operator	230	1.09	15
All Other Office Clerical Workers	50	0.24	N/A
Shipping/Receiving Clerk	20	0.10	23
Stock Clerk, Storeroom	90	0.43	14
Sales Occupations	200	0.95	N/A
Sales Representative	130	0.62	14
Sales Clerk	70	0.33	41
TOTAL	21,010	100.00	N/A

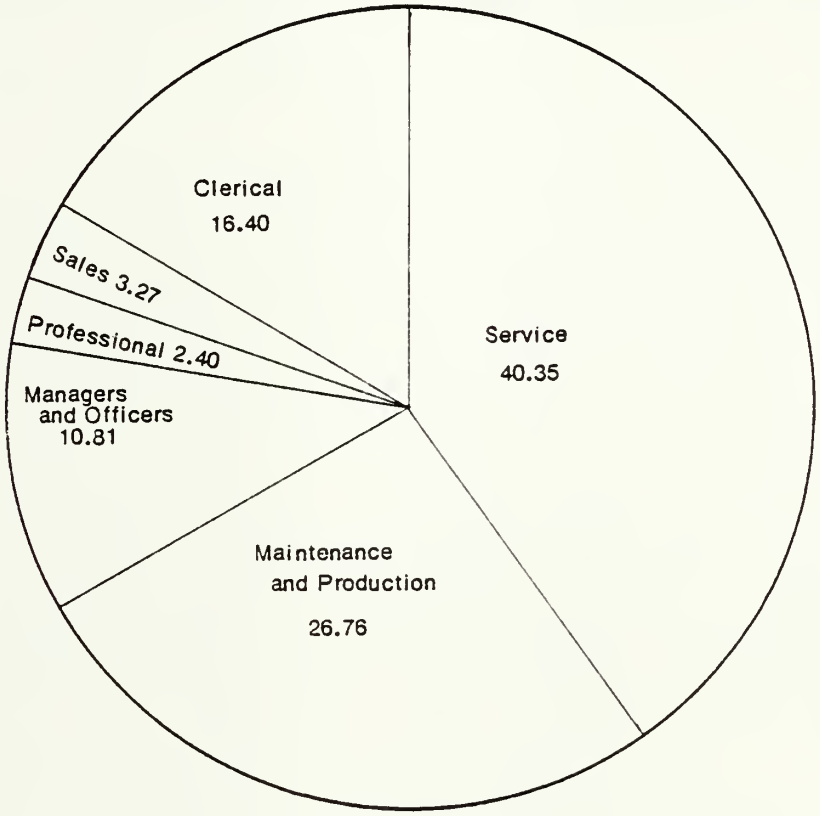
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

PERSONAL SERVICES (SIC 72)

This major group includes establishments primarily engaged in providing services, generally involving the care of the person or his apparel, such as laundries, dry cleaning plants, portrait photographic studios, and beauty and barber shops.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Cosmetologist	6,250	6.	Delivery/Route Workers	770
2.	Managers & Officers	2,610	7.	Sales Representatives	770
3.	Counter Clerk	1,910	8.	Barber	720
4.	Laundry Presser Machine	1,190	9.	Presser, Machine	700
5.	Instructor, Reducing	1,050	10.	General Clerk	620

These 10 occupations make up 69% of total industry employment

Of the more than 4700 establishments in this group ninty-six percent employ fewer than 20, and account for nearly sixty-two percent of total employment. Employment from one survey year to the next was almost constant.

As may be expected the diverse nature of this industry group carries over into the occupations. Of the 66 occupations published, 10 occupations account for sixty-nine percent of employment but generally each of these can be identified in a different three or four digit SIC code.

A comparison with the 1975 survey shows a huge increase in the employment of reducing instructors, and some less dramatic changes in other occupations within the same industry. Some other changes appear but seem to be accounted for by the changes in the industry mix within this major group.

OCCUPATIONS OF EMPLOYEES
PERSONAL SERVICES (SIC 72)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	2,610	10.81	2
Professional Occupations	580	2.40	N/A
Photographer, Portrait	210	0.87	5
Accountants/Auditors	150	0.62	9
Embalmer	170	0.70	3
All Other Professional Workers	50	0.21	N/A
Service Occupations	9,740	40.35	N/A
Maid	60	0.25	10
All Other Janitors & Cleaners	230	0.95	14
Guards and Doorkeepers	120	0.50	21
Barber	720	2.98	6
Cosmetologist	6,250	25.89	1
Funeral Attendant	260	1.08	3
Manicurist	160	0.66	7
Masseur/Masseuse	430	1.78	18
Scalp Treatment Operator	10	0.04	29
Shampooer	330	1.37	8
Instructor, Reducing	1,050	4.35	10
Mortuary Beautician	20	0.08	9
All Other Service Workers	90	0.37	N/A
Maintenance and Production Occupations	6,460	26.76	N/A
Supervisor, Nonworking	90	0.37	17
Mechanic, Maintenance	20	0.08	23
Laundry-Machine Mechanic	160	0.66	10
Developer/Projection Printer	20	0.08	16
Multiple-Photo-Printer Operator	20	0.08	14
Photo Checker/Assembler	40	0.17	13
Photographer, Helper	20	0.08	16
Marker/Classifier	450	1.86	12
Spotter, Dry Cleaning	70	0.29	14
Spotter, Washable Materials	60	0.25	14
Washer, Machine/Starcher	330	1.37	6
Tumbler Operator	170	0.70	14
Dry Cleaning Machine Operator	210	0.87	9
Dry Cleaner, Hand	40	0.17	22
Laundry Operator	60	0.25	16
Presser, Hand	160	0.66	29
Presser, Machine	700	2.90	7
Laundry Presser Machine Tender	1,190	4.93	8
Rug Cleaner, Hand	20	0.08	22
Rug Cleaner, Machine	90	0.37	26
Shoe Repairer	60	0.25	13
Delivery/Route Worker	770	3.19	8
Folder, Laundry	600	2.49	10
Inspector	240	0.99	11

SIC 72 (cont.)

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Maintenance Repairer	50	0.21	18
Mender	190	0.79	10
Photo Retoucher	30	0.12	15
Production Packager	110	0.46	13
Alteration Tailor	220	0.91	10
Chauffeur	80	0.33	5
All Other Skilled Workers	20	0.08	N/A
All Other Semiskilled Workers	70	0.29	N/A
All Other Unskilled Workers	100	0.41	N/A
Clerical Occupations	3,960	16.40	N/A
Accounting Clerk	20	0.08	8
Bookkeeper, Hand	100	0.41	8
Counter Clerk	1,910	7.91	8
General Clerk	620	2.57	8
Order Clerk	10	0.04	12
Payroll/Timekeeping Clerk	170	0.70	8
Receptionist	480	1.99	4
Secretary	90	0.37	8
Switchboard Operator/Receptionist	20	0.08	10
All Other Office Clerical Workers	270	1.12	N/A
Production Clerk/Co-ordinator	60	0.25	21
Shipping Packer	120	0.50	31
Stock Clerk, Storeroom	90	0.37	22
Sales Occupations	790	3.27	N/A
Sales Representatives	770	3.19	11
Sales Clerk	20	0.08	13
TOTAL	24,140	100.00	N/A

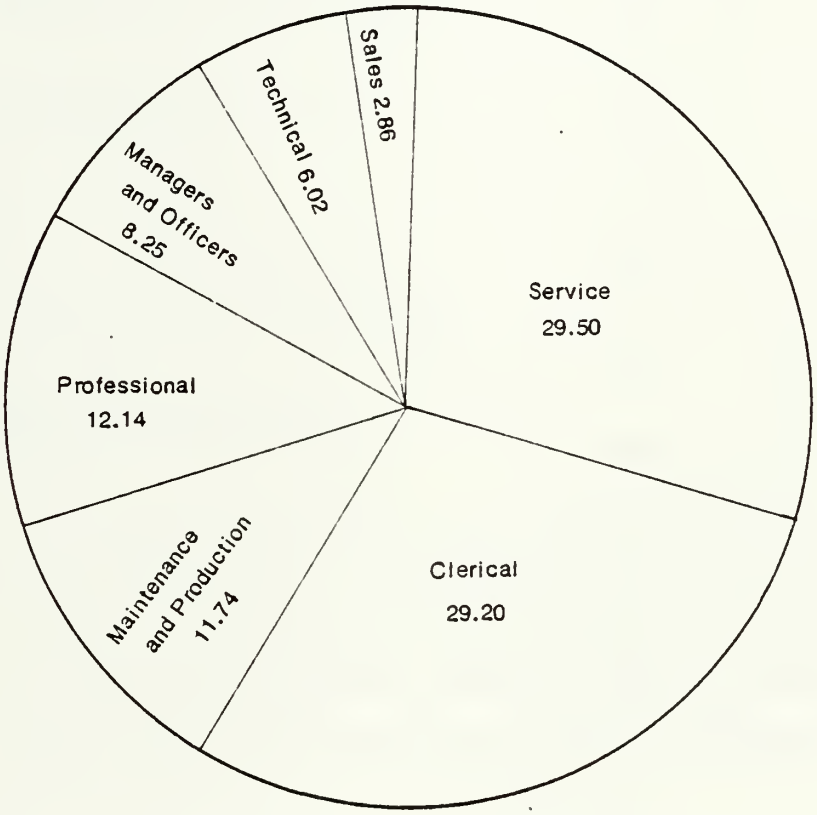
N/A Relative Error Not Available

Note: May not add to totals due to rounding

BUSINESS SERVICES (SIC 73)

This major group includes establishments primarily engaged in rendering services, not elsewhere classified, to business establishments on a fee or contract basis, such as advertising, mailing services; building maintenance services; employment service; management and consulting services; protective services; equipment rental and leasing (except finance leasing); commercial research, development and testing; photo-finishing; and personnel supply services.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Guards & Doorkeepers	10,310
2.	Managers & Officers	7,380
3.	All Other Janitors and Cleaners	5,320
4.	All Other Service Workers	5,110
5.	All Other Clerical Workers	4,520
6.	Secretary	4,440
7.	Typist	3,980
8.	Truck Driver	3,090
9.	Cleaner, Light	3,070
10.	All Other Professional Workers	3,020

These 10 occupations make up 56% of total industry employment

The diversity and complexity of this major group is best explained by the following table:

Establishments and Employment Distribution

June 1978

SIC		Establishments	Employment
731	Advertising Agencies	360	2,638
732	Consumer Credit Reporting Mercantile, Adjustment and Collection Agencies	134	1,844
733	Mailing, Reproduction, Commercial Art & Photography, and Stenographic Services	317	3,248
734	Service to Dwellings and Other Buildings	755	13,152
735	News Syndicates	9	98
736	Personnel Supply Services	357	19,653
737	Computer and Data Processing Services	518	9,680
739	Miscellaneous Business Services	2380	39,001

Of the 4800 establishments in this group, 4000 employ less than 20 and account for slightly more than twenty percent of total employment. SIC 739 (Miscellaneous Business Services) accounts for fifty percent of the establishments and forty-six percent of employment.

Employment shows a five percent growth from 1975 to 1976, ten percent from 1976 to 1977, and an outstanding increase of twenty percent from 1977 to 1978. The total increase for the period

1975 thru 1978 is nearly 24,000. While the greater part of this increase is attributable to growth some non-economic code changes most certainly played a part.

Most occupations showed growth, particularly Guards, Commercial Artists, Employment Interviewers, Electronic Technicians and Service Workers. Homemakers, Homehealth Aides, non listed occupations, were frequently reported and with substantial employment. The diverse composition of establishments in this group is demonstrated by 130 occupations for which estimates were made.

OCCUPATIONS OF EMPLOYEES
BUSINESS SERVICES (SIC 73)

Reference Date June 1978

OCCUPATIONS	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	7,380	8.25	N/A
Professional Occupations	11,130	12.44	N/A
Electrical/Electronic Engineers	710	0.79	34
Mechanical Engineers	1,090	1.22	28
All Other Engineers	850	0.95	N/A
Psychologist	680	0.76	31
Systems Analyst, Business	750	0.84	17
Systems Analyst, Scientific	890	0.99	17
Accountants/Auditors	780	0.87	13
Media Buyer	90	0.10	6
Commercial Artist	1,020	1.14	15
Writer/Editor	300	0.34	18
Employment Interviewer	730	0.82	21
Media Analyst	50	0.06	9
Public-Relations Practitioner	110	0.12	28
Designer	60	0.07	28
All Other Professional Workers	3,020	3.37	N/A
Technical Occupations	5,390	6.02	N/A
Computer Programmer, Business	1,100	1.23	12
Computer Programmer, Scientific	550	0.61	20
Drafter	660	0.74	25
Electrical/Electronic Technicians	1,330	1.49	26
All Other Technicians	1,750	1.96	N/A
Service Occupations	26,400	29.50	N/A
Cleaner, Heavy	1,820	2.03	12
Cleaner, Light	3,070	3.43	9
Window Washer	100	0.11	22
House Cleaner	670	0.75	17
All Other Janitors, and Cleaners	5,320	5.94	7
Guards and Doorkeepers	10,310	11.52	24
All Other Service Workers	5,110	5.71	N/A
Maintenance and Production Occupations	10,510	11.74	N/A
Supervisor, Nonworking	490	0.55	19
Mechanics and Repairers	240	0.27	N/A
Truck Driver	3,100	3.46	22
Billposter	70	0.08	12
Compositor/Typesetter	100	0.11	23
Delivery/Route Worker	510	0.57	27
Electrician	10	0.01	23
Exterminator	170	0.19	33
Fumigator	50	0.06	33
Machinist	270	0.30	26
Press Operator, Plate Printer	290	0.32	24
Sign Erector	20	0.02	18

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Stationary Boiler Firer	500	0.56	17
Gardeners/Groundskeepers	1,440	1.61	25
All Other Skilled Workers	320	0.36	N/A
All Other Semiskilled Workers	1,190	1.33	N/A
All Other Unskilled Workers	1,740	1.94	N/A
Clerical Occupations	26,130	29.20	N/A
Clerical Supervisor	440	0.49	13
Addressing Machine Operator	540	0.60	28
Bookkeeping/Billing Machine Operator	20	0.20	22
Computer Operator	780	0.87	14
Keypunch Operator	2,350	2.63	15
Inserting/Labeling Machine Operator	220	0.25	28
Duplicating Machine Operator	70	0.08	28
All Other Office Machine Operators	300	0.34	N/A
Stenographer	160	0.18	23
Accounting Clerk	390	0.44	21
Bookkeeper, Hand	540	0.60	13
Collector	590	0.66	26
Media Clerk, Estimator	60	0.07	8
File Clerk	840	0.94	28
General Clerk	2,310	2.58	24
Payroll/Timekeeping Clerk	170	0.19	13
Receptionist	220	0.25	13
Secretary	4,440	4.96	21
Switchboard Operator	1,790	2.00	27
Switchboard Operator/Receptionist	420	0.47	15
Typist	3,980	4.45	19
All Other Office Clerical Workers	4,520	5.05	N/A
Shipping/Receiving Clerk	130	0.15	23
Dispatcher, Vehicle	30	0.03	21
All Other Plant Clerical Workers	820	0.92	N/A
Sales Occupations	2,560	2.86	N/A
Sales Representatives	1,910	2.13	12
All Other Sales Workers	650	0.73	N/A
TOTAL	89,500	100.00	N/A

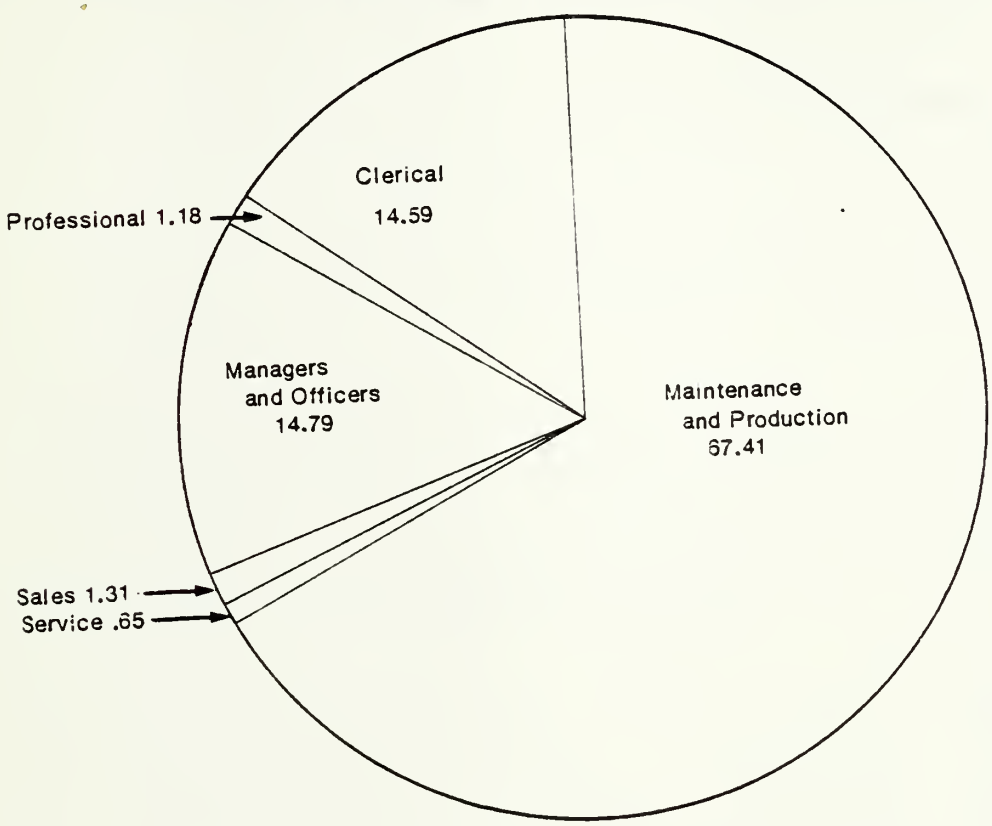
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

AUTO REPAIR, SERVICES, AND GARAGES (SIC 75)

This major group includes establishments primarily engaged in furnishing auto repair, rental, leasing and parking services to the general public.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



NOTE: Technical workers account for less than .30 of employment.

Ranked Occupational Employment

1.	Mechanic, Automotive	2,940	6.	Parking-lot Attendant	710
2.	Managers & Officers	2,260	7.	Fuel Pump Attendant	590
3.	Body Repairer, Auto	2,060	8.	Cashier	535
4.	Cleaner, Vehicle	1,150	9.	General Clerk	430
5.	Painter, Auto	800	10.	Car Rental Clerk	410

These 10 occupations make up 78% of total industry employment

Of the 2800 establishments in this industry group eighty percent are automobile repair shops employing 10,000, sixty-six percent of the total employment.

As demonstrated by the ranked occupational employment table, the industries have a very basic occupational mix with seventy-eight percent accounted for in these 10 occupations. The remaining employment of 3150 is widely distributed in 31 additional occupations.

The industry growth for the period from 1975 thru 1978 of slightly over 2000 was for the most part distributed between Automotive Mechanic, Auto Body Repairer and Painter.

OCCUPATIONS OF EMPLOYEES
AUTO REPAIR, SERVICES AND GARAGES (SIC 75)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	2,260	14.79	3
Professional Occupations	180	1.18	N/A
Accountants/Auditors	150	0.98	8
All Other Professional Workers	30	0.20	N/A
Technical Occupations	10	0.07	N/A
Service Occupations	100	0.65	N/A
Janitors, Porters, and Cleaners	60	0.39	16
Guards and Doorkeepers	40	0.26	34
Maintenance and Production Occupations	10,300	67.41	N/A
Supervisor, Nonworking	240	1.57	7
Mechanic, Automotive	2,940	19.24	4
Body Repairer, Automotive	2,060	13.48	5
Diesel Mechanic	180	1.18	28
Truck Driver	240	1.57	14
Cleaner, Vehicle	1,150	7.53	5
Machinist	150	0.98	16
Maintenance Repairers	80	0.52	14
Helper, Trades	200	1.31	13
Painter, Automotive	800	5.24	7
Parking-Lot Attendant	710	4.65	6
Tire Fabricator/Repairer	30	0.20	27
Welders/Flame Cutters	230	1.51	19
Fuel Pump Attendants	590	3.86	12
Painter, Production	20	0.13	22
Glass Installer, Auto	70	0.46	27
Rental Car Deliverer	250	1.64	10
All Other Semiskilled Workers	260	1.70	N/A
All Other Unskilled Workers	100	0.65	N/A
Clerical Occupations	2,230	14.59	N/A
Accounting Clerk	180	1.18	8
Bookkeeper, Hand	360	2.36	6
Car Rental Clerk	410	2.68	7
Cashier	540	3.53	10
General Clerk	430	2.81	4
Payroll/Timekeeping Clerk	30	0.20	16
Receptionist	60	0.39	14
Secretary	140	0.92	9
Stock Clerk, Storeroom	30	0.20	27
All Other Clerical Workers	50	0.33	N/A

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Sales Occupations	200	1.31	N/A
Sales Representatives	190	1.24	14
All Other Sales Workers	10	0.07	N/A
TOTAL	15,280	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
AUTO RENTALS, WITHOUT DRIVERS (SIC 751)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	370	15.42	22
Professional Occupations	50	2.08	N/A
Technical Occupations	10	0.42	N/A
Service Occupations	10	0.42	N/A
Maintenance and Production Occupations	1,190	49.58	N/A
Mechanic, Automotive	210	8.75	35
Cleaner, Vehicle	240	10.00	34
Fuel Pump Attendant	160	6.67	22
Rental Car Deliverer	250	10.42	31
All Other Skilled Workers	110	4.58	N/A
All Other Semiskilled Workers	220	9.17	N/A
Clerical Occupations	740	30.83	N/A
Car Rental Clerk	410	17.08	23
General Clerk	130	5.42	21
All Other Clerical Workers	200	8.33	N/A
Sales Occupations	30	1.25	N/A
TOTAL	2,400	100.00	N/A

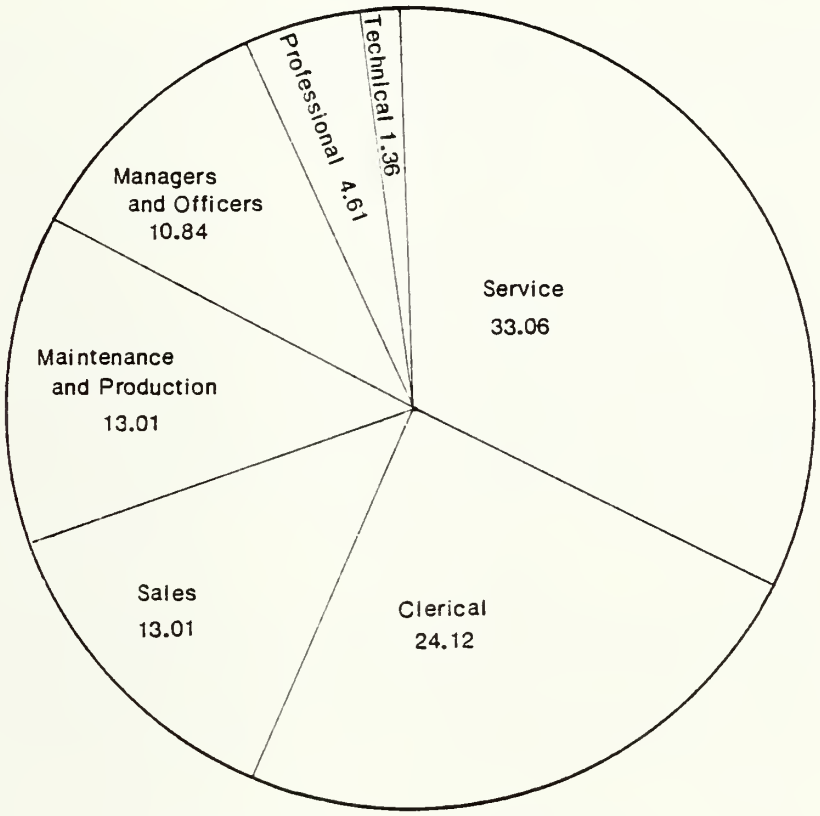
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

MOTION PICTURES (SIC 78)

This major group includes establishments producing and distributing motion pictures, exhibiting motion pictures in commercially operated theaters, and furnishing services to the motion picture industry. The term "motion pictures" includes similar productions for television or other media using film, tape or other means.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Usher, Lobby Attendant	820	6.	Janitors, Porters, and Cleaners	320
2.	Cashier	450	7.	Secretary	110
3.	Sales Clerk	440	8.	All Other Office Clerical Workers	90
4.	Managers & Officers	400	9.	General Clerk	80
5.	Motion Picture Projectionist	400	10.	Bookkeeper, Hand	60

These 10 occupations make up 86% of total industry employment

With the exception of the decrease from 1977 to 1978, employment has fluctuated only fractionally. This drop in employment was caused by a non-economic code change in one firm with 10 establishments.

Motion Picture Theaters (SIC 783) account for more than sixty percent of the establishments, and nearly eighty-five percent of total employment.

It is interesting to note that over fifty percent of employment is in occupations that are above the semi-skilled level and only thirty-three percent are in traditionally non-skilled levels. The non-skilled employment is in the part time occupations such as Ushers, Janitors.

While the reference date of this survey was April and the 1975 survey May the occupational distribution has changed only slightly.

OCCUPATIONS OF EMPLOYEES
MOTION PICTURES (SIC 78)

Reference Date April 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	400	10.84	11
Professional Occupations	170	4.61	N/A
Photographer	40	1.08	16
Accountants/Auditors	20	0.54	18
Commercial Artist	30	0.81	15
Film Editor	40	1.08	19
All Other Professional Occupations	40	1.08	N/A
Technical Occupations	50	1.36	N/A
Sound Recording/Reproducing Technician	30	0.81	11
All Other Technicians	20	0.54	N/A
Service Occupations	1,220	33.06	N/A
Janitors, Porters, and Cleaners	320	8.67	7
Guards and Doorkeepers	20	0.54	32
Cook, Short Order	20	0.54	33
Food Preparer, Fast Service	40	1.08	32
Usher, Lobby Attendant	820	22.22	5
Maintenance and Production Occupations	480	13.01	N/A
Developing Machine Operator	20	0.54	39
Film Printer, Motion Picture	20	0.54	39
All Other Darkroom Workers	20	0.54	39
Motion Picture Projectionist	400	10.84	4
All Other Skilled Workers	10	0.27	N/A
All Other Semiskilled Workers	10	0.27	N/A
Clerical Occupations	890	24.12	N/A
Clerical Supervisors	10	0.27	28
Accounting Clerk	20	0.54	8
Bookkeeper, Hand	60	1.63	11
Cashier	460	12.47	3
Film Booker	10	0.27	25
General Clerk	80	2.17	45
Secretary	110	2.98	7
Typist	20	0.54	27
All Other Office Clerical Workers	60	1.63	N/A
Production Clerk/Coordinator	20	0.54	13
Shipping Packer	30	0.81	31
Shipping/Receiving Clerk	10	0.27	20
Sales Occupations	480	13.01	N/A
Sales Representatives	40	1.08	19
Sales Clerks	440	11.92	6
TOTAL	3,690	100.00	N/A

N/A Relative Error Not Available
Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
MOTION PICTURE THEATERS (SIC 783)

Reference Date April 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	320	10.49	14
Professional Occupations	40	1.31	N/A
Service Occupations	1,190	39.02	N/A
Janitors, Porters, and Cleaners	290	9.51	25
Usher, Lobby Attendant	820	26.89	16
All Other Service Workers	80	2.62	N/A
Maintenance and Production Workers	410	13.44	N/A
Motion Picture Projectionist	400	13.11	14
All Other Semiskilled Workers	10	0.33	N/A
Clerical Occupations	660	21.64	N/A
Accounting Clerk	10	0.33	1
Cashier	460	15.08	11
Secretary	50	1.64	48
All Other Clerical Workers	140	4.59	N/A
Sales Occupations	430	14.10	14
TOTAL	3,050	100.00	N/A

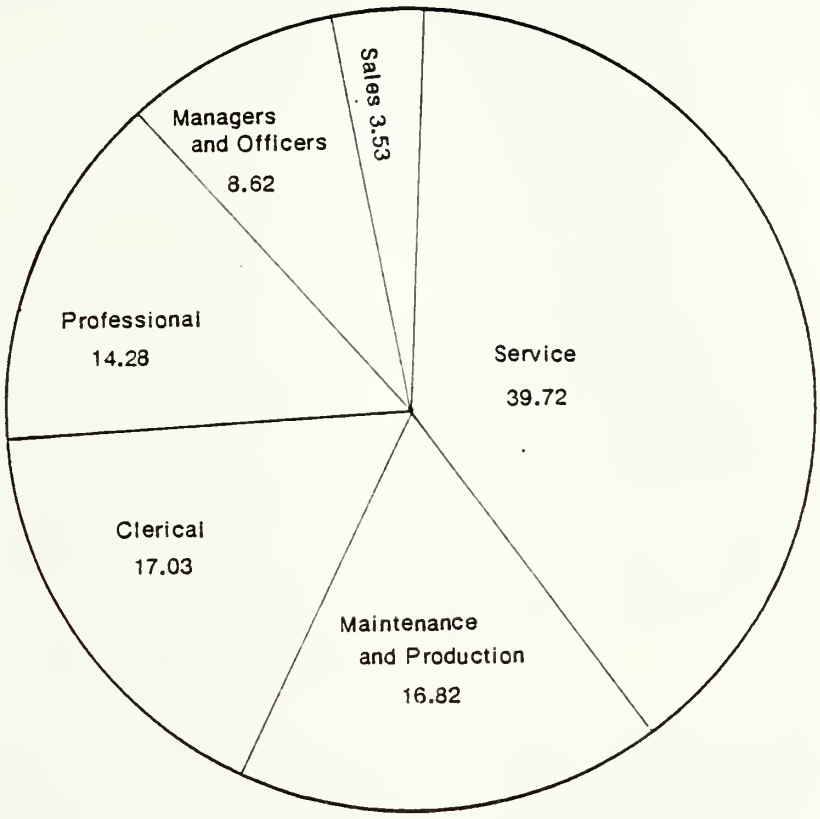
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

AMUSEMENT AND RECREATION SERVICES, EXCEPT MOTION PICTURES (SIC 79)

This major group includes establishments engaged in providing amusement or entertainment on payment of a fee or admission charge, except motion picture theaters.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Cashier	1,230	6.	Game/Ride Operator	580
2.	Managers & Officers	1,220	7.	Sports Instructor	550
3.	Waiter/Waitress	1,080	8.	All Other Janitors	550
4.	Gardeners/Ground-keepers	1,040	9.	Usher/Lobby Attendant	520
5.	Bartender	640	10.	All Other Professional Workers	520

These 10 occupations make up 56% of total industry employment

The composition of this Major Group is extremely complex as a whole, but is particularly so when analyzed on a three digit basis. SIC 799(Miscellaneous Amusement and Recreation Service), which accounts for the greatest part of employment in this group, lists nearly one hundred industries, with most being highly seasonal, with a tendency to either the winter or summer months, the latter predominating. This industry includes establishments involved in most outside winter sports as well as golf clubs and beach related activities, all of which are subject to suitable weather conditions. In Massachusetts the survey reference month of April, could or could not, depending on weather conditions include employment in occupations in both winter and summer oriented establishments.

An analysis of the estimates from the 1975 survey compared to those of this survey shows an almost exact comparison in occupations such as Managers and Officers, Waiters and Waitresses, and Groundkeepers. Other occupations such as Cooks and Cashiers show wide discrepancies.

OCCUPATIONS OF EMPLOYEES

AMUSEMENT AND RECREATION SERVICES, EXCEPT MOTION PICTURES (SIC 79)

Reference Date April 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	1,220	8.62	24
Professional Occupations	2,020	14.28	N/A
Accountants/Auditors	80	0.57	9
Athlete, Professional	60	0.42	13
Dance Instructor	360	2.54	2
Public Relations Practitioner	90	0.64	10
Sports Instructor	550	3.89	6
Umpire	20	0.14	16
Group Recreation Worker	340	2.40	13
All Other Professional Workers	520	3.67	N/A
Service Occupations	5,620	39.72	N/A
Supervisor, Nonworking Service	80	0.57	8
Maid	30	0.21	10
All Other Janitors and Cleaners	550	3.89	4
Guards and Doorkeepers	80	0.57	19
Bartender	640	4.52	8
Dining Room Attendant	160	1.13	9
Host/Hostess, Restaurant	30	0.21	9
Kitchen Helper	320	2.26	6
Waiter/Waitress	1,020	7.63	7
Counter Attendant	240	1.70	12
Cook, Short Order	180	1.27	9
Cook, Restaurant	160	1.13	7
All Other Food Service Workers	60	0.42	12
Child Care Attendant	110	0.78	10
Housekeeper	20	0.14	10
Masseur or Masseuse	40	0.28	25
Recreational Facilities Attendant	300	2.12	15
Game/Ride Operators	580	4.10	10
Usher, Lobby Attendant	520	3.67	15
Instructor, Reducing	30	0.21	29
Life-guard	270	1.91	9
Checkroom/Locker Room Attendant	60	0.42	8
All Other Service Workers	80	0.57	N/A
Maintenance and Production Occupations	2,380	16.82	N/A
Supervisor, Nonworking	30	0.21	13
Mechanic, Maintenance	100	0.71	13
Pinsetter Mechanic	70	0.49	14
Coin/Vending Machine Servicer	210	1.48	30
Electrician	20	0.14	19
Maintenance Repairer	310	2.19	9
Parking-Lot Attendant	140	0.99	35

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Animal Caretaker	90	0.64	16
Pin Chaser	140	0.99	12
Gardeners/Groundskeepers	1,040	7.35	5
All Other Skilled Workers	10	0.07	N/A
All Other Semiskilled Workers	70	0.49	N/A
All Other Unskilled Workers	150	1.06	N/A
Clerical Occupations	2,410	17.03	N/A
Clerical Supervisor	30	0.21	9
Accounting Clerk	40	0.28	11
Bookkeeper, Hand	110	0.78	8
Cashier	1,230	8.69	5
Desk Clerk, Bowling	380	2.69	6
General Clerk	210	1.48	9
Payroll/Timekeeping Clerk	50	0.35	13
Receptionist	80	0.57	37
Secretary	210	1.48	23
Switchboard Operator	30	0.21	11
Switchboard Operator/Receptionist	30	0.21	8
All Other Clerical Workers	10	0.07	N/A
Sales Occupations	500	3.53	N/A
Sales Clerks	200	1.41	16
Vendors	40	0.28	26
All Other Sales Workers	260	1.84	N/A
TOTAL	14,150	100.00	N/A

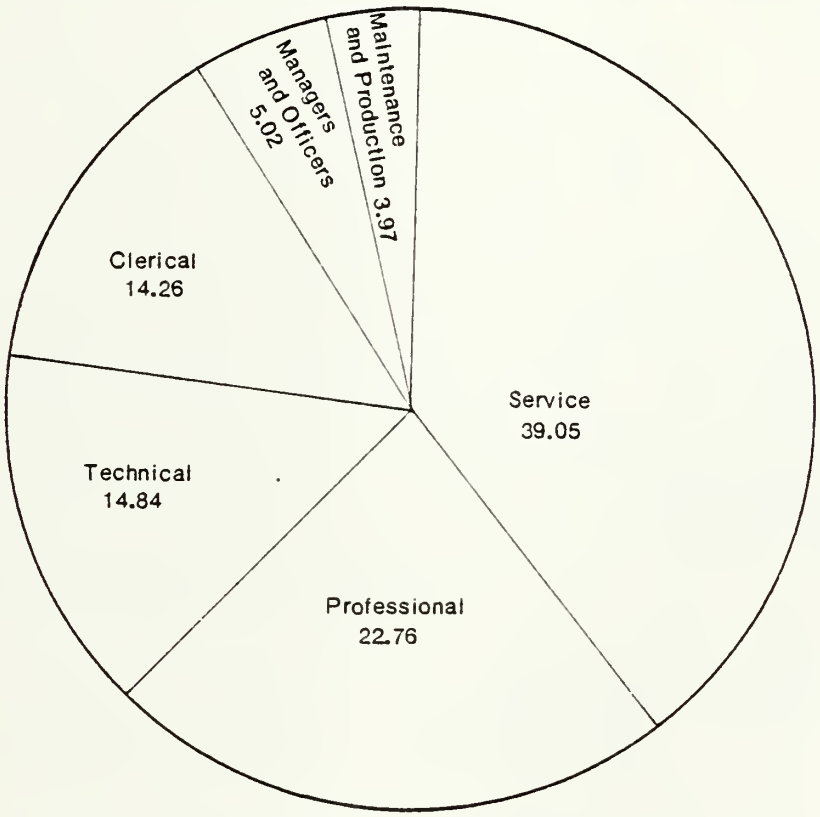
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

HEALTH SERVICES, EXCEPT HOSPITALS (SIC 80), (EXCEPT 806)

This major group includes establishments primarily engaged in furnishing medical, surgical, and other health service to persons. Associations or groups primarily engaged in providing medical or other health services to members are included, but those which limit their services to the provision of insurance against hospitalization or medical costs are classified in Major Group 63.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



NOTE: Sales workers account for less than .30 of employment.

Ranked Occupational Employment

1.	Nurses Aide/Orderly	18,110	6.	Managers & Officers	3,910
2.	Nurses, Professional	7,040	7.	Dental Assistant	3,320
3.	Physician/Surgeon	4,900	8.	Secretary	3,220
4.	Kitchen Helper	4,900	9.	Dental Hygienist	1,930
5.	Licensed Practical Nurse	4,070	10.	Receptionist	1,840

These 10 occupations make up 66% of total industry employment.

Distribution of Establishments and Employment

by Three Digit SIC

		Establishments	Employment
801	Offices of Physicians	3972	15,000
802	Offices of Dentists	2669	9,187
803	Offices of Osteopaths	17	46
804	Offices of Other Health Practitioners	608	1,448
805	Nursing & Personal Care Facilities	702	41,946
807	Medical & Dental Laboratories	297	3,011
808	Outpatient Care Facilities	107	3,393
809	Health & Allied Services, NEC	130	3,731

Of the more than 8000 establishments in this group employing 77,000, Physicians and Dentists Offices account for seventy-seven percent of the firms but only thirty percent of employment. Average employment per establishment is less than 4. Nursing and Personal Care Facilities while accounting for less than ten-percent of the establishments represent over fifty-percent of employment.

Employment in this group shows a steady upward trend each year with a growth of nearly fifteen percent from 1975 to 1978.

The complexity and diversity of the industries included in this group is best demonstrated by the 75 different occupations for which data was publishable. Changes in the occupational profile from the 1975 survey were numerous and in most cases foreseeable. The occupations showing the greatest changes are Psychologists, Physicians and Surgeons, Medical Lab Technologists and Technicians.

OCCUPATIONS OF EMPLOYEES
HEALTH SERVICES, EXCEPT HOSPITALS (SIC 80), (EXCEPT 806)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	3,910	5.02	2
Professional Occupations	17,720	22.76	N/A
Chemist	10	0.01	21
Biological Scientist	10	0.01	19
Psychologist	570	0.73	11
Systems Analyst, E.D.P.	10	0.01	13
Accountants/Auditors	360	0.46	7
Caseworker	610	0.78	5
Dentist	1,680	2.16	2
Dietitian/Nutritionist	360	0.46	4
Nurse, Professional	7,040	9.04	2
Occupational Therapist	310	0.40	6
Optometrist	200	0.26	10
Personnel/Labor Relations Specialist	20	0.03	14
Physical Therapist	440	0.57	8
Physician/Surgeon	4,900	6.29	4
Podiatrist	110	0.14	15
Manual Arts, Music, Recreation Teacher	690	0.89	3
Speech Pathologist/Audiologist	130	0.17	8
Corrective Therapist	20	0.03	17
All Other Professional Workers	250	0.32	N/A
Technical Occupations	11,550	14.84	N/A
Dental Assistant	3,320	4.27	1
Licensed Practical Nurse	4,070	5.23	2
Physicians Assistant	230	0.30	9
Radiologic Technician	280	0.36	9
Dental Hygienist	1,930	2.48	2
Medical Lab Technologist	510	0.66	14
Biochemistry Technologist	110	0.14	24
Microbiology Technologist	30	0.04	15
Cytotechnologist	20	0.03	17
Medical Lab Technician	520	0.67	6
EKG Technician	20	0.03	22
Dietetic Technician	210	0.27	9
Physical Therapy Assistant	140	0.18	8
Radiologic/Nuclear Technologist	100	0.13	14
All Other Technicians	60	0.08	N/A
Service Occupations	30,400	39.05	N/A
Maid	1,080	1.39	5
Other Janitors and Cleaners	1,290	1.66	4
Guards and Doorkeepers	80	0.10	15
Kitchen Helper	4,900	6.29	2
Waiter/Waitress	270	0.35	21
Cook, Institution	1,630	2.09	3

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Housekeeper	1,050	1.35	5
Nurses Aide/Orderly	18,110	23.27	1
Social Service Aide	250	0.32	7
Medical Assistants	1,260	1.62	7
All Other Service Workers	480	0.62	N/A
Maintenance and Production Occupations	3,090	3.97	N/A
Washer, Machine/Starcher	940	1.21	3
Laundry Presser, Machine	240	0.31	9
Delivery/Route Worker	290	0.37	10
Maintenance Repairer	890	1.14	4
Dental Lab Technician	450	0.58	12
Optician, Dispensing	110	0.14	17
Gardeners/Groundskeepers	80	0.10	9
All Other Semiskilled Workers	90	0.12	N/A
Clerical Occupations	11,100	14.26	N/A
Clerical Supervisor	580	0.75	5
Bookkeeping/Billing Machine Operator	280	0.36	10
Keypunch Operator	80	0.10	10
All Other Office Machine Operators	30	0.04	N/A
Stenographer	40	0.05	8
Accounting Clerk	150	0.19	16
Bookkeeper, Hand	1,040	1.34	3
Cashier	90	0.12	13
File Clerk	410	0.53	6
General Clerk	1,600	2.06	4
Insurance Clerk	450	0.58	7
Payroll/Timekeeping Clerk	10	0.01	20
Receptionist	1,840	2.36	3
Secretary	3,220	4.14	3
Switchboard Operator	130	0.17	11
Switchboard Operator/Receptionist	230	0.30	7
Typist	740	0.95	6
All Other Office Clerical Workers	90	0.12	N/A
Shipping Packer	60	0.08	1
Shipping/Receiving Clerk	20	0.03	19
All Other Plant Clerical Workers	10	0.01	N/A
Sales Occupations	70	0.09	N/A
TOTAL	77,840	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
NURSING AND PERSONAL CARE FACILITIES (SIC 805)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	1,760	4.19	8
Professional Occupations	6,260	14.92	N/A
Accountants/Auditors	230	0.55	29
Caseworker	280	0.67	17
Dentist	40	0.10	39
Dietician/Nutritionist	330	0.79	14
Nurse, Professional	3,760	8.96	6
Occupational Therapist	230	0.55	22
Optometrist	40	0.10	42
Physical Therapist	180	0.43	15
Physician/Surgeon	370	0.88	47
Podiatrist	50	0.12	46
Manual-Arts, Music,/Recreational Therapist	660	1.57	9
Speech Pathologist/Audiologist	50	0.12	27
All Other Professional Workers	40	0.10	N/A
Technical Occupations	3,900	9.29	N/A
Licensed Practical Nurse	3,610	8.60	7
Dietetic Technician	170	0.41	28
Physical Therapist Assistant	110	0.26	22
All Other Technicians	10	0.02	N/A
Service Occupations	26,920	64.16	N/A
Maid	970	2.31	17
Janitors, Porters, and Cleaners	940	2.24	16
Kitchen Helper	4,880	11.63	6
Cook, Institution	1,610	3.84	11
Housekeeper	980	2.34	17
Nurse Aide,/Orderly	16,750	39.92	3
Social Service Aide	190	0.45	26
All Other Service Workers	600	1.43	N/A
Maintenance and Production Occupations	2,070	4.93	N/A
Washer, Machine/Starcher	940	2.24	9
Laundry Presser, Machine	240	0.57	28
Maintenance Repairer	830	1.98	14
Gardeners/Groundskeeper	60	0.14	30
Clerical Occupations	1,050	2.50	N/A
Clerical Supervisor	70	0.17	40
Bookkeeper, Hand	340	0.81	16
General Clerk	180	0.43	23
Receptionist	110	0.26	22

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Secretary	170	0.41	17
Switchboard Operator/Receptionist	50	0.12	44
Typist	70	0.17	40
All Other Clerical Occupations	60	0.14	N/A
TOTAL	41,960	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
OUTPATIENT CARE FACILITIES (SIC 808)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	260	7.60	9
Professional Occupations	1,480	43.27	N/A
Psychologist	150	4.39	25
Accountants/Auditors	20	0.58	29
Caseworker	280	8.19	24
Dentist	20	0.58	46
Nurse, Professional	420	12.28	12
Optometrist	10	0.29	19
Physician/Surgeon	340	9.94	23
Manual Arts, Music/Recreational Therapist	20	0.58	40
All Other Professional Workers	220	6.43	N/A
Technical Occupations	200	5.85	N/A
Licensed Practical Nurse	100	2.92	18
Radiologic Technician	30	0.88	16
Medical Laboratory Technician	40	1.77	23
All Other Technicians	30	0.88	N/A
Service Occupations	720	21.05	N/A
Maid	30	0.88	32
Janitors, Porters, and Cleaners	50	1.46	22
Nurse Aide/Orderly	220	6.43	31
Social Service Aide	50	1.46	33
Medical Assistant	130	3.80	22
All Other Service Workers	240	7.02	N/A
Maintenance and Production Occupations	20	0.58	N/A
Clerical Occupations	730	21.35	N/A
Clerical Supervisor	40	1.17	26
Keypunch Operators	20	0.58	12
Stenographer	30	0.88	34
Bookkeeper, Hand	80	2.34	16
General Clerk	200	5.84	17
Receptionist	80	2.34	23
Secretary	180	5.26	14
Switchboard Operator	10	0.29	38
Switchboard Operator/Receptionist	20	0.58	22
Typist	60	1.75	32
All Other Clerical Office Workers	10	0.29	N/A
Sales Occupations	10	0.29	N/A
TOTAL	3,420	100.00	N/A

N/A Relative Error Not Available
Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
HEALTH AND ALLIED SERVICES N.E.C. (SIC 809)

Reference Date May 1978

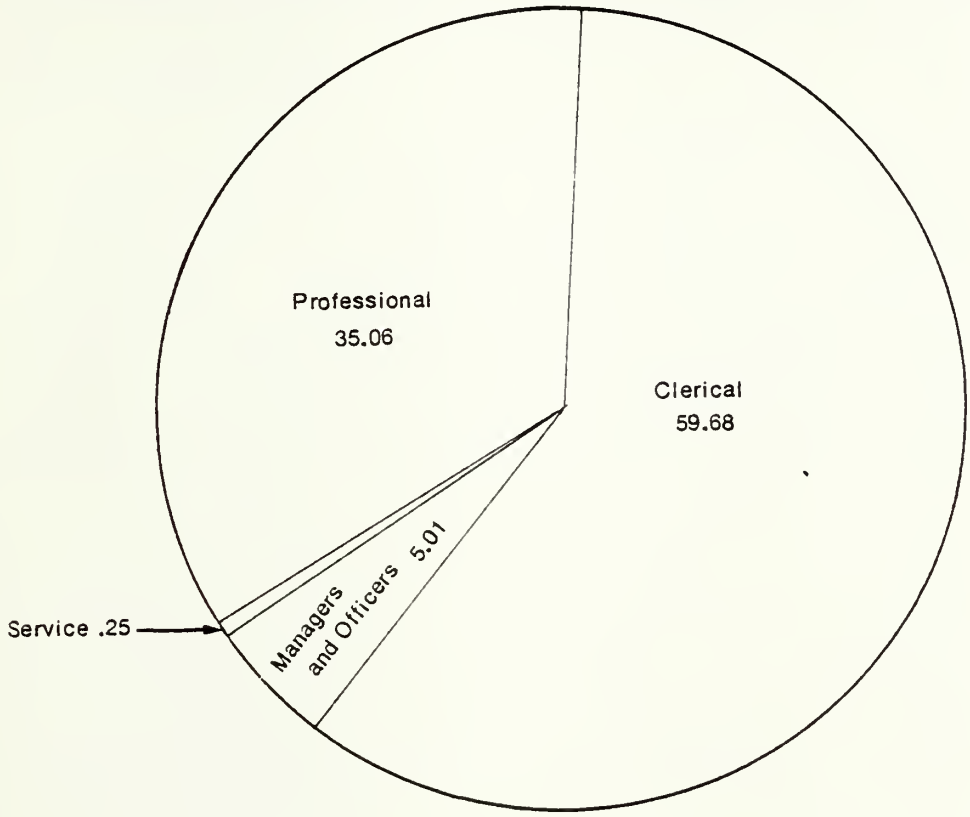
OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	280	7.47	7
Professional Occupations	1,310	34.93	N/A
Accountants/Auditors	20	0.53	30
Nurse, Professional	1,070	28.53	5
Occupational Therapist	20	0.53	28
Physical Therapist	110	2.93	11
Manual Arts, Music/Recreational Therapist	20	0.53	49
Speech Pathologist/Audiologist	20	0.53	26
All Other Professional Workers	50	1.33	N/A
Technical Occupations	170	4.53	N/A
Licensed Practical Nurse	80	2.13	15
Medical Laboratory Technologist	20	0.53	1
Medical Laboratory Technician	30	0.80	1
All Other Technicians	40	1.07	N/A
Service Occupations	1,400	37.33	N/A
Janitors, Porters, and Cleaners	20	0.53	46
Kitchen Helper	20	0.53	22
Cook, Institution	10	0.27	39
Housekeeper	60	1.60	39
Nurse Aide/Orderly	1,120	29.87	7
Social Service Aide	20	0.53	48
All Other Service Workers	150	4.00	N/A
Maintenance and Production Occupations	80	2.13	N/A
Maintenance Repairer	20	0.53	41
Delivery and Route Workers	40	1.07	1
All Other Semiskilled Workers	20	0.53	N/A
Clerical Occupations	500	13.33	N/A
Clerical Supervisor	40	1.07	29
Bookkeeper, Hand	80	2.13	15
General Clerk	90	2.40	15
Receptionist	20	0.53	50
Secretary	70	1.87	19
Switchboard Operator/Receptionist	10	0.27	10
Typist	60	1.60	19
All Other Office Clerical Workers	70	1.87	N/A
All Other Plant Clerical Workers	60	1.60	N/A
Sales Occupations	10	0.27	N/A
TOTAL	3,750	100.00	N/A

N/A Relative Error Not Available
Note: May not add to totals due to rounding.

LEGAL SERVICES (SIC 81)

This major group includes establishments engaged in offering legal advice or legal services the head or heads of which are members of the bar.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Secretary	5,090	3.	Managers & Officers	600
2.	Lawyer	2,820	4.	Paralegal Personnel	580
			5.	Law Clerk	530

These 5 occupations make up 80% of total industry employment

Employment, which has shown a small but steady growth from year to year, is concentrated in small establishments. More than seventy-five percent employ three or less and ninety percent employ less than ten.

Lawyers who account for twenty-four percent of employment have a supportive staff of professionals, representing ten percent of employment. Clerical occupations account for almost sixty percent of employment, with secretaries representing forty-two percent. Growth has been evenly distributed in most occupations.

LEGAL SERVICES (SIC 81)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	600	5.01	5
Professional Occupations	4,200	35.06	N/A
Accountants/Auditors	140	1.17	12
Law Clerk	530	4.42	8
Lawyer	2,820	23.54	2
Librarian, Professional	20	0.17	28
Paralegal Personnel	580	4.84	5
Title Examiner/Abstracter	20	0.17	26
All Other Professional Workers	90	0.75	N/A
Service Occupations	30	0.25	N/A
Clerical Occupations	7,150	59.68	N/A
Bookkeeping/Billing Machine Operator	80	0.67	14
Computer Operator	10	0.08	34
All Other Office Machine Operators	130	1.09	N/A
Stenographer	100	0.83	12
Accounting Clerk	220	1.84	7
Bookkeeper, Hand	350	2.92	6
File Clerk	100	0.83	14
General Clerk	230	1.92	9
Receptionist	140	1.17	7
Secretary	5,090	42.49	1
Switchboard Operator	30	0.25	14
Switchboard Operator/Receptionist	230	1.92	6
Messenger	220	1.84	8
Typist	190	1.59	10
All Other Office Clerical Workers	30	0.25	N/A
TOTAL	11,980	100.00	N/A

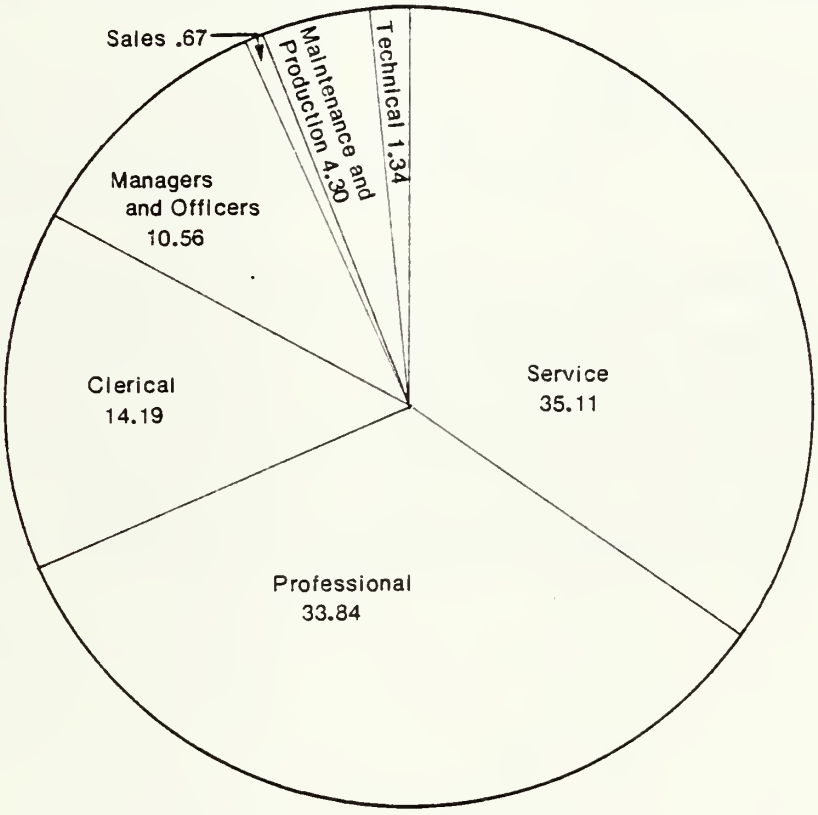
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

SOCIAL SERVICES (SIC 83)

This major group includes establishments providing social services and rehabilitation services to those persons with social or personal problems requiring special services and to the handicapped and the disadvantaged. Also included are organizations soliciting funds to be used directly for these and related services. Establishments primarily engaged in providing Health Services are classified in Major Group 80, Legal Services are classified in Industry 8111, and Educational Services in Major Group 82.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Managers & Officers	3,000	6.	Secretary	1,240
2.	All Other Service Workers	2,450	7.	Nurse Aide/Orderly	1,210
3.	Case Workers	2,390	8.	Group Recreation Worker	1,170
4.	Child Care Workers	2,250	9.	All Other Professional Workers	970
5.	Teacher, Preschool/ Kindergarten	1,570	10.	Teacher/Voc. Education	920

These 10 occupations make up 60% of total industry employment

The introduction of the 1972 Standard Industrial Classification which became effective in 1975 caused many changes. SIC 83 was a newly created code, which is made up primarily of establishments formerly in SIC 86. Subsequent to the change, a complete review was made of the coding and the ES 202 employment data was updated. The 1975 survey did not collect data separately for the establishments now covered by this code, but was included in Survey Code 860. Effective January 1, 1978 some establishments in SIC 83 became subject to the Massachusetts Employment Security Law which resulted in an increase in employment. These multiple changes make it impossible to compare the results of the 1975 survey to 1978.

The diversity of the industries included in this group is best demonstrated by the more than seventy five occupations included in our estimates, of which one third are concentrated in the Professional group. Many of these occupations are generally associated with the Health and Education fields.

OCCUPATIONS OF EMPLOYEES
SOCIAL SERVICES (SIC 83)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	3,000	10.56	2
Professional Occupations	9,610	33.84	N/A
Psychologist	100	0.35	13
Teacher, Preschool/Kindergarten	1,570	5.53	2
Teacher, Vocational Education	920	3.24	21
Teacher, Non Vocational	200	0.70	15
Vocational/Educational Counselor	570	2.01	11
All Other Teachers	250	0.88	12
Purchasing Agent/Buyer	60	0.21	22
Accountants/Auditors	190	0.67	5
Budget Analyst	70	0.25	19
Director, Camp	30	0.11	21
Case Worker	2,390	8.42	4
Clergy	20	0.07	21
Dietitian/Nutritionist	120	0.42	21
Lawyer	20	0.07	15
Nurse, Professional	380	1.34	5
Occupational Therapist	20	0.07	15
Physical Therapist	40	0.14	15
Public Relations Practitioner	80	0.28	10
Director of Religious Activities	10	0.04	29
Community Organization Workers	360	1.27	7
All Other Therapists	30	0.11	11
Group Recreation Workers	1,170	4.12	7
Manual Arts/Music/Recreation Therapists	40	0.14	28
All Other Professional Workers	970	3.42	N/A
Technical Occupations	380	1.34	N/A
Computer Programmer	10	0.04	24
Licensed Practical Nurse	350	1.23	8
All Other Technicians	20	0.07	N/A
Service Occupations	9,970	35.11	N/A
Supervisor, Nonworking Service	270	0.95	10
House Cleaner	310	1.09	7
All Other Janitors and Cleaners	640	2.25	4
Guards and Doorkeepers	50	0.18	17
Baker, Bread/Pastry	20	0.07	2
Dining Room Attendant	170	0.60	10
Kitchen Helper	300	1.06	4
Waiter/Waitress	100	0.35	21
Cook, Institution	460	1.62	6
Child Care Attendant	710	2.50	8
Housekeeper	10	0.04	13
Nurse Aide/Orderly	1,210	4.26	5
Maid	200	0.70	14

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Child-Care Worker	2,250	7.92	5
Social Service Aide	810	2.85	10
Medical Assistant	10	0.04	22
All Other Service Workers	2,450	8.63	N/A
Maintenance and Production Occupations	1,220	4.30	N/A
Supervisor, Nonworking	120	0.42	19
Marker/Classifier, Wash	30	0.11	10
Washer, Machine/Starcher	60	0.21	9
Laundry, Presser, Machine	20	0.07	26
Truck Driver	60	0.21	23
Bus Driver	30	0.11	13
Carpenter	30	0.11	10
Delivery/Route Worker	20	0.07	20
Maintenance Repairer	240	0.85	5
Painter, Maintenance	20	0.07	18
Stationary Boiler Firer	10	0.04	29
Gardeners/Groundskeepers	30	0.11	19
Bus Driver, School	80	0.28	6
All Other Skilled Workers	20	0.07	N/A
All Other Semiskilled Workers	250	0.88	N/A
All Other Unskilled Workers	200	0.70	N/A
Clerical Occupations	4,030	14.19	N/A
Clerical Supervisor	150	0.53	7
Bookkeeping/Billing Machine Operator	110	0.39	9
Keypunch Operator	30	0.11	23
Accounting Clerk	140	0.49	7
Bookkeeper, Hand	360	1.27	4
File Clerk	30	0.11	14
General Clerk	500	1.76	5
Payroll/Timekeeping Clerk	50	0.18	13
Personnel Clerk	70	0.25	16
Procurement Clerk	10	0.04	24
Receptionist	170	0.60	8
Secretary	1,240	4.37	4
Switchboard Operator	20	0.07	8
Switchboard Operator/Receptionist	150	0.53	8
Typist	310	1.09	7
Teacher Aide	570	2.01	4
All Other Office Clerical Workers	100	0.35	N/A
Shipping/Receiving Clerk	10	0.04	38
All Other Plant Clerical Workers	10	0.04	N/A

OCCUPATION	EMPLOYMENT Number	Percent	Relative Error Percent
Sales Occupations	190	0.67	N/A
Contributions Solicitors	50	0.18	23
Sales Clerks	10	0.04	17
All Other Sales Workers	130	0.46	30
TOTAL	28,400	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
INDIVIDUAL AND FAMILY SOCIAL SERVICES (SIC 832)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	970	10.45	10
Professional Occupations	3,230	34.81	N/A
Vocational/Educational Counselor	130	1.40	30
All Other Teachers	180	1.94	N/A
Accountants/Auditors	80	0.86	21
Case Worker	1,470	15.84	14
Dietician/Nutritionist	20	0.22	29
Community Organization Worker	210	2.26	28
Group Recreation Workers	490	5.28	20
All Other Professional Workers	650	7.00	N/A
Technical Occupations	30	0.32	N/A
Service Occupations	3,620	39.01	N/A
Janitors, Porters, and Cleaners	140	1.51	30
Kitchen Helper	20	0.22	35
Cook, Institution	30	0.32	34
Child Care Worker	430	4.63	27
All Other Service Workers	3,000	32.33	N/A
Maintenance and Production Occupations	220	2.37	N/A
Clerical Occupations	1,180	12.72	N/A
Bookkeeping, Billing Machine Operator	40	0.43	32
Accounting Clerk	50	0.54	32
Bookkeeper, Hand	110	1.19	21
Receptionist	70	0.75	33
Secretary	420	4.53	14
Switchboard Operator, Receptionist	70	0.75	26
Typist	110	1.19	26
All Other Clerical Workers	310	3.34	N/A
Sales Occupations	30	0.32	N/A
TOTAL	9,280	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
RESIDENTIAL CARE (SIC 836)

Reference Date May 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	360	6.35	18
Professional Occupations	990	17.46	N/A
Accountants/Auditors	40	0.71	49
Nurse, Professional	240	4.23	15
Physical Therapist	10	0.18	17
All Other Professional Workers	700	12.35	N/A
Technical Occupations	310	5.47	N/A
Service Occupations	3,190	56.26	N/A
Maid	200	3.53	45
House Cleaner	110	1.94	33
Janitors, Porters, and Cleaners	110	1.94	21
Baker, Bread/Pastry	20	0.35	7
Dining Room Attendant	140	2.47	37
Kitchen Helper	230	4.06	16
Cook, Institution	270	4.76	29
Nurse Aide/Orderly	950	16.75	16
Child-Care Worker	480	8.47	42
Social Service Aide	70	1.23	39
All Other Service Workers	610	10.76	N/A
Maintenance and Production Occupations	350	6.17	N/A
Marker, Classifier, Laundry	30	0.53	32
Washer, Machine	60	1.06	28
Maintenance Repairer	140	2.47	21
All Other Skilled Workers	30	0.53	N/A
All Other Semiskilled Workers	90	1.59	N/A
Clerical Occupations	470	8.29	N/A
Bookkeeper, Hand	60	1.06	39
General Clerk	100	1.76	39
Personnel Clerk	10	0.18	23
Secretary	120	2.12	33
All Other Clerical Workers	180	3.17	N/A
TOTAL	5,670	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
SOCIAL SERVICES N.E.C. (SIC 839)

Reference Date May 1978

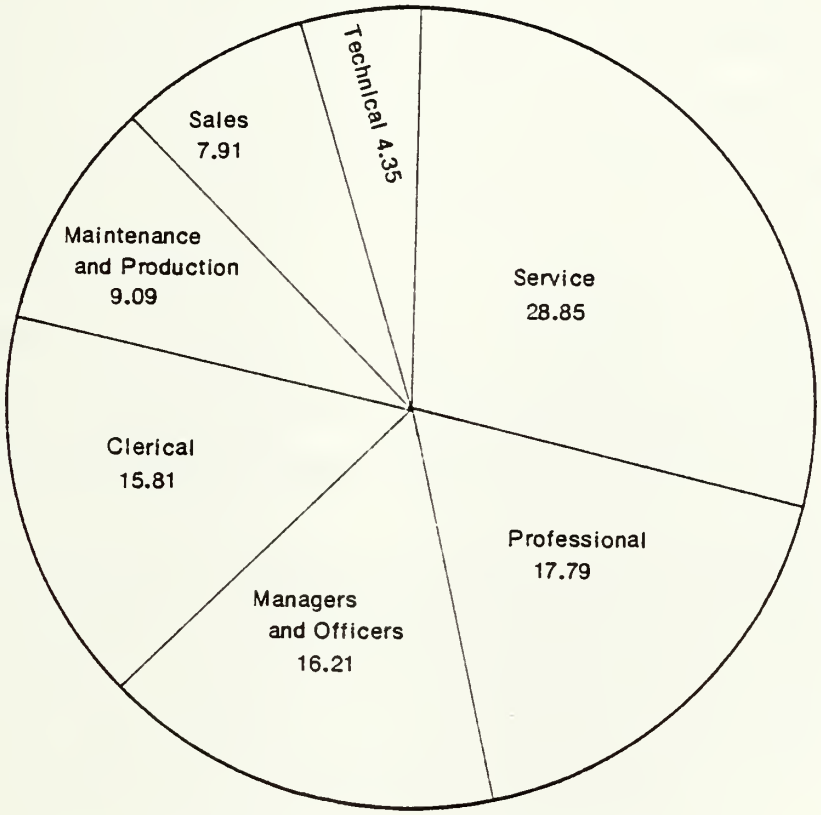
OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	990	13.87	N/A
Professional Occupations	2,210	30.95	N/A
Psychologist	20	0.28	27
Teacher, Pre-school/Kindergarten	10	0.14	14
Vocational/Educational Counselor	190	2.66	24
All Other Teachers	140	1.96	N/A
Accountants/Auditors	40	0.56	35
Case Worker	590	8.26	28
Occupational Therapist	20	0.28	48
Community Organization Worker	120	1.68	29
All Other Therapists	30	0.42	N/A
Group Recreation Worker	580	8.12	41
All Other Professional Workers	470	6.58	N/A
Technical Occupations	40	0.56	N/A
Service Occupations	2,050	28.71	N/A
Janitors, Porters, & Cleaners	210	2.94	24
Child Care Attendant	220	3.08	17
Child Care Worker	830	11.62	32
Social Service Aide	260	3.64	27
House Cleaner	30	0.42	42
All Other Service Workers	500	7.00	N/A
Maintenance & Production Occupations	400	5.60	N/A
Supervisor, Nonworking	20	0.28	6
Bus Driver	20	0.28	15
Carpenter	20	0.28	14
Maintenance Repairer	60	0.84	31
All Other Semiskilled Workers	160	2.24	N/A
All Other Unskilled Workers	120	1.68	N/A
Clerical Occupations	1,400	19.61	N/A
Clerical Supervisor	90	1.26	17
Bookkeeping/Billing Machine Operator	60	0.84	42
Accounting Clerk	60	0.84	34
Bookkeeper, Hand	100	1.40	28
General Clerk	260	3.64	24
Receptionist	50	0.70	43
Secretary	490	6.86	19
Typist	120	1.68	32
All Other Clerical Workers	170	2.38	N/A
Sales Occupations	50	0.70	N/A
TOTAL	7,140	100.00	N/A

N/A Relative Error Not Available
Note: May not add to totals due to rounding

MUSEUMS, ART GALLERIES, BOTANICAL AND ZOOLOGICAL GARDENS (SIC 84)

This major group includes museums, art galleries, and botanical and zoological gardens, which are not operated commercially. Receipts or funding of these establishments are not primarily from admission charges. These establishments are of historical, educational or cultural interest.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Managers & Officers	410	3.	Guards & Doorkeepers	230
2.	Guide, Sightseeing	350	4.	Teacher, Nonvocational	200
			5.	Secretary	130

These 5 occupations make up 52% of total industry employment

While employment in this group is relatively small its contribution to the overall economy is important. Massachusetts, and in particular the Boston area, has been known for its historical, educational, and cultural institutions. This asset continues to attract visitors by the thousands who have contributed to the employment growth of over thirty percent in this industry since 1975. The real value of this industry is the side effect it has on hotels, restaurants, shops and numerous other establishments associated with tourists.

The occupational profile has changed considerably since the 1975 survey. Most growth has been distributed between Managers and Officers, Teachers, Museum Curators and Technicians.

Caution is advised in comparing the 1975 profile against 1978 because of a change in the reference month from June to April. June employment is higher because of seasonal factors and is reflected in service and maintenance occupations.

OCCUPATIONS OF EMPLOYEES

MUSEUMS, ART GALLERIES, BOTANICAL & ZOOLOGICAL GARDENS (SIC 84)

Reference Date April 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	410	16.21	3
Professional Occupations	450	17.79	N/A
Teacher/Instructor, Nonvocational	200	7.91	7
Librarian, Professional	40	1.58	10
Curator, Museum	80	3.16	5
Designer	30	1.19	4
All Other Professional Workers	100	3.95	N/A
Technical Occupations	110	4.35	N/A
Museum Technician/Restorer	80	3.16	7
Technical Assistant Library	30	1.19	9
Service Occupations	730	28.85	N/A
Janitors, Porters, Cleaners	110	4.35	9
Guards and Doorkeepers	230	9.09	6
Food Service Workers	40	1.58	8
Guide, Sightseeing	350	13.83	10
Maintenance and Production Occupations	230	9.09	N/A
Carpenter	20	0.79	6
Maintenance Repairer	100	3.95	4
Helper, Trades	30	1.19	13
Painter, Maintenance	10	0.40	29
Animal Caretaker	30	1.19	4
Gardeners/Groundskeepers	40	1.58	11
Clerical Occupations	400	15.81	N/A
Accounting Clerk	20	0.79	10
Bookkeeper, Hand	40	1.58	6
Cashier	40	1.58	8
General Clerk	70	2.77	6
Library Assistant	30	1.19	24
Receptionist	20	0.79	16
Secretary	130	5.14	4
Switchboard Operator/Receptionist	30	1.19	14
Typist	10	0.40	12
All Other Clerical Occupations	10	0.40	N/A
Sales Occupations	200	7.91	N/A
Sales Representative	70	2.77	5
Sales Clerk	130	5.14	8
TOTAL	2,530	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
MUSEUMS AND ART GALLERIES (SIC 841)

Reference Date April 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	400	17.17	11
Professional Occupations	400	17.17	N/A
Teacher/Instructor, Nonvocational	180	7.73	25
Librarian, Professional	40	1.72	32
Curator, Museum	70	3.00	16
Designer	30	1.29	19
All Other Professional Workers	80	3.43	N/A
Technical Occupations	110	4.72	N/A
Museum Technician/Restorer	80	3.43	23
Technical Assistant, Library	30	1.29	29
Service Occupations	690	29.61	N/A
Janitors, Porters, and Cleaners	100	4.29	31
Guards and Doorkeepers	220	9.44	19
Food Service Workers	30	1.29	29
Guide, Sightseeing	340	14.59	31
Maintenance and Production Occupations	160	6.87	N/A
Carpenter	20	0.86	20
Maintenance Repairer	70	3.00	15
Helper, Trades	30	1.29	43
Gardeners/Groundskeepers	20	0.86	42
All Other Skilled Workers	20	0.86	N/A
Clerical Occupations	370	15.88	N/A
Accounting Clerk	20	0.86	33
Bookkeeper, Hand	40	1.72	21
Cashier	30	1.29	36
General Clerk	60	2.58	22
Receptionist	20	0.86	50
Secretary	120	5.15	13
Switchboard Operator/Receptionist	30	1.29	47
Typist	10	0.43	43
All Other Clerical Workers	40	1.72	N/A
Sales Occupations	200	8.58	N/A
Sales Representatives	70	3.00	17
Sales Clerks	130	5.58	26
TOTAL	2,330	100.00	N/A

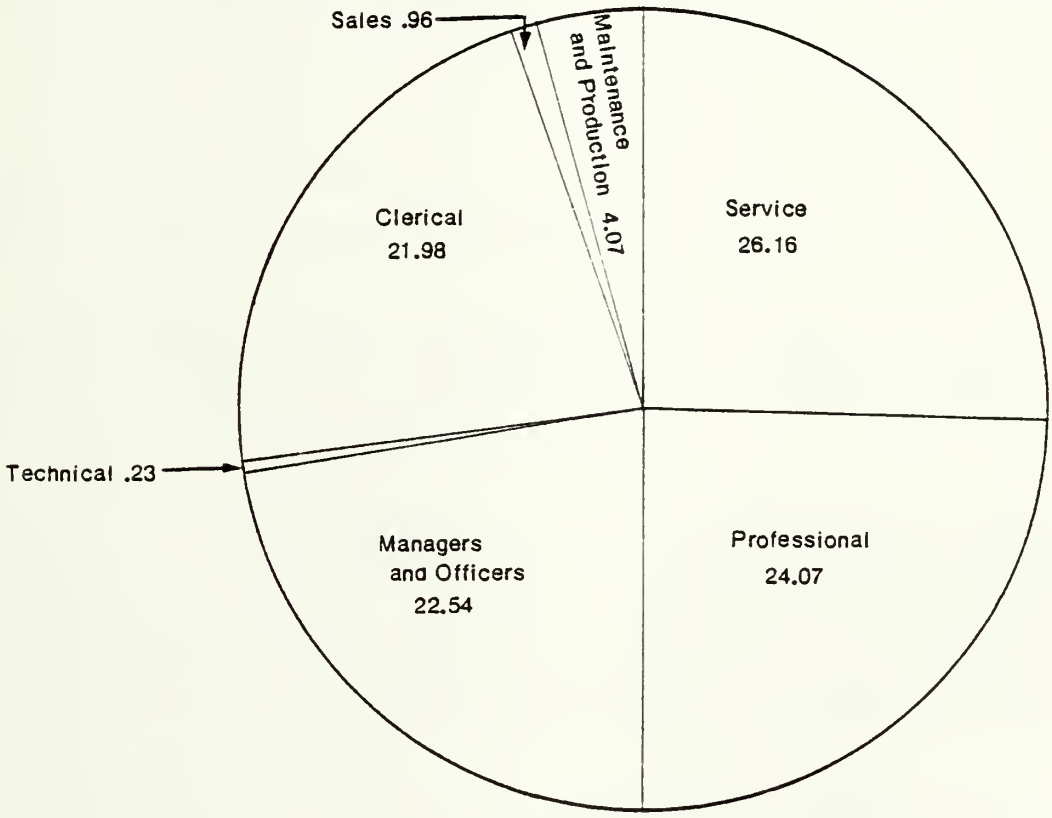
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

MEMBERSHIP ORGANIZATIONS (SIC 86)

This major group includes organizations operating on a membership basis for the promotion of the interests of the members. Included are such as trade associations; professional membership organizations; labor unions and similar labor organizations; and political and religious organizations.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Managers & Officers	3,990	6.	All Other Professional Workers	660
2.	Group Recreation Worker	1,580	7.	All Other Janitors & Cleaners	630
3.	Bartender	1,480	8.	General Clerk	630
4.	Secretary	970	9.	Bookkeeper, Hand	470
5.	All Other Service Workers	790	10.	Waiter/Waitress	400

These 10 occupations make up 62% of total industry employment

Distribution of Establishments and Employment
by Three Digit SIC

		Establishments	Employment
861	Business Associations	238	1,278
862	Professional Membership Organizations	100	979
863	Labor Unions & Similar Organizations	604	3,409
864	Civic, Social and Fraternal Associations	1129	10,506
865	Political Organizations	42	102
866	Religious Organizations	20	437
869	Membership Organizations NEC	83	1,062

Of the more than 2000 establishments in this group eighty-five percent employ less than 10 and account for less than thirty percent of employment.

With the exception of SIC 861 and 862, which account for only thirteen percent of employment, many of the occupations are of a part time nature and a great many are elective and merely pay an annual or monthly stipend.

As was explained in SIC 83 it is impossible to compare this survey with that conducted in 1975 because of the SIC manual changes and other non-economic adjustments.

OCCUPATIONS OF EMPLOYEES
MEMBERSHIP ORGANIZATIONS (SIC 86)

Reference Date April 1978

OCCUPATION	EMPLOYMENT Number	Percent	Relative Error Percent
Managers and Officers	3,990	22.54	3
Professional Occupations	4,260	24.07	N/A
Engineers	40	0.23	26
Statisticians	20	0.11	17
All Other Physical Scientists	10	0.06	35
Teacher, Preschool/Kingergarten	50	0.28	10
Teacher/Instructor, Vocational Education	290	1.64	18
Teacher/Instructor, Nonvocational Education	70	0.40	32
All Other Teachers	360	2.03	29
Accountants/Auditors	120	0.68	8
Director, Camp	70	0.40	17
Caseworker	220	1.24	13
Writer/Editor	170	0.96	9
Lawyer	10	0.06	24
Musician, Instrumental	60	0.34	20
Nurse, Professional	70	0.40	9
Personnel/Labor Relations Specialist	280	1.58	12
Public-Relations Practitioner	70	0.40	8
Community Organization Worker	110	0.62	12
Group Recreation Worker	1,580	8.93	7
All Other Professional Workers	660	3.73	N/A
Technical Occupations	40	0.23	N/A
Licensed Practical Nurse	30	0.17	16
All Other Technicians	10	0.06	N/A
Service Occupations	4,630	26.16	N/A
Supervisor, Nonworking Service	70	0.40	11
Maid	170	0.96	14
All Other Janitors and Cleaners	630	3.56	4
Guards and Doorkeepers	90	0.51	12
Bartender	1,480	8.36	7
Dining Room Attendant	70	0.40	15
Kitchen Helper	130	0.73	13
Waiter/Waitress	400	2.26	14
Cook, Restaurant	110	0.62	15
Cook, Institution	20	0.11	16
Nurse Aide/Orderly	140	0.79	17
Recreational Facility Attendant	120	0.68	20
Child-Care Worker	230	1.30	14
Social Service Aide	180	1.02	18
All Other Service Workers	790	4.46	N/A

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Maintenance and Production Occupations	720	4.07	N/A
Laundry Operator	10	0.06	14
Bus Driver	190	1.07	29
Delivery/Route Workers	10	0.06	18
Maintenance Repairer	190	1.07	7
Animal Caretaker	60	0.34	6
All Other Skilled Workers	40	0.23	N/A
All Other Semiskilled Workers	110	0.62	N/A
All Other Unskilled Workers	110	0.62	N/A
Clerical Occupations	3,890	21.98	N/A
Computer Operator	30	0.17	12
Keypunch Operator	40	0.23	30
All Other Office Machine Operators	20	0.11	20
Stenographer	60	0.34	13
Accounting Clerk	180	1.02	9
Bookkeeper, Hand	470	2.66	3
Cashier	60	0.34	21
File Clerk	60	0.34	13
General Clerk	630	3.56	6
Mail Clerk	40	0.23	11
Payroll/Timekeeping Clerk	60	0.34	9
Receptionist	250	1.41	10
Secretary	970	5.48	3
Switchboard Operator	30	0.17	16
Switchboard Operator/Receptionist	170	0.96	8
Travel Counselor, Auto	50	0.28	3
Typist	320	1.81	6
Teacher Aide	300	1.69	10
All Other Office Clerical Workers	90	0.51	14
Stock Clerk, Storeroom	60	0.34	11
Sales Occupations	170	0.96	N/A
Contributions Solicitors	100	0.56	11
All Other Sales Workers	70	0.40	9
TOTAL	17,700	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
MEMBERSHIP ORGANIZATIONS N.E.C. (SIC 869)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	140	12.96	8
Professional Organizations	160	14.81	N/A
Writers/Editors	20	1.85	30
Nurse, Professional	20	1.85	1
All Other Professional Workers	120	11.11	N/A
Technical Occupations	10	0.93	N/A
Service Occupations	300	27.78	N/A
Janitors, Porters, and Cleaners	30	2.78	38
Dining Room Attendant	10	0.93	1
Kitchen Helper	10	0.93	1
Nurse Aide/Orderly	60	5.56	1
Child-Care Worker	10	0.93	1
All Other Service Workers	180	16.67	N/A
Maintenance and Production Occupations	100	9.26	N/A
Maintenance Repairer	20	1.85	7
Animal Caretaker	60	5.56	21
All Other Skilled Workers	10	0.93	N/A
All Other Semiskilled Workers	10	0.93	N/A
Clerical Occupations	330	30.56	N/A
Accounting Clerk	20	1.85	33
Bookkeeper, Hand	40	3.70	17
General Clerk	50	4.63	28
Payroll/Timekeeping Clerk	10	0.93	41
Secretary	40	3.70	18
Travel Counselor	50	4.63	6
Typist	40	3.70	38
Teacher Aide	10	0.93	41
Stock Clerk, Storeroom	10	0.93	49
All Other Clerical Workers	60	5.56	N/A
Sales Occupations	40	3.70	N/A
Contributions Solicitor	10	0.93	17
All Other Sales Workers	30	2.78	16
TOTAL	1,080	100.00	N/A

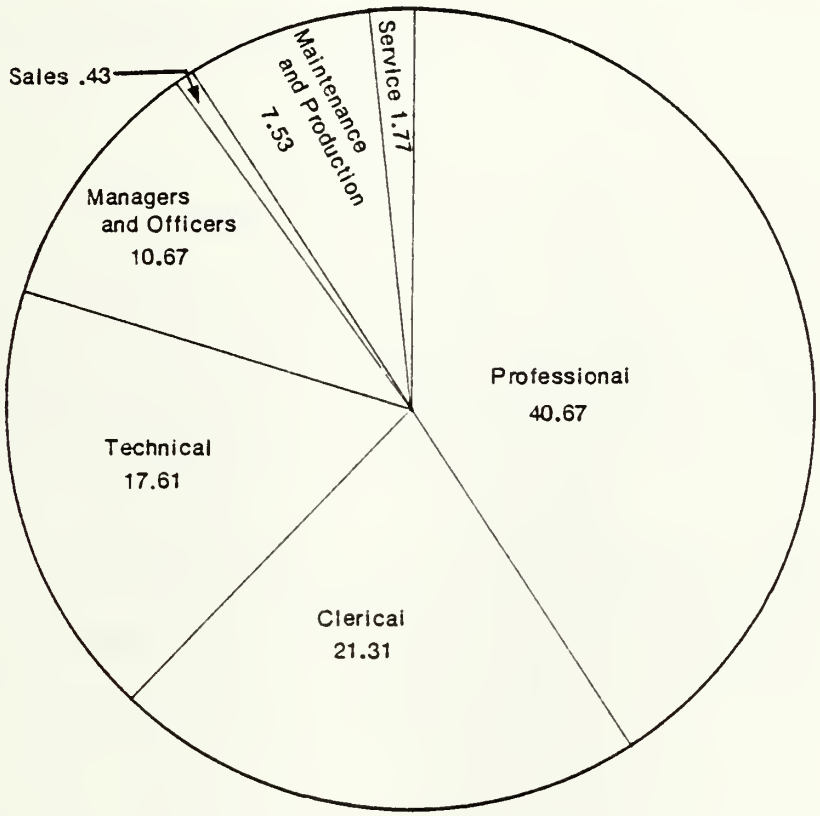
N/A Relative Error Not Available

Note: May not add to totals due to rounding.

MISCELLANEOUS SERVICES (SIC 89)

This major group includes establishments engaged in performing services not elsewhere classified, such as those rendered by engineers, architects, accountants, artists, lecturers, and writers. This major group also includes noncommercial establishments primarily engaged in educational scientific, and research activities.

DISTRIBUTION OF EMPLOYMENT BY MAJOR OCCUPATIONAL CATEGORY



Ranked Occupational Employment

1.	Managers & Officers	3,980	6.	All Other Professional Workers	1,900
2.	Accountants/Auditors	3,810	7.	Electrical/Electronic Engineer	1,280
3.	Drafter	2,870	8.	All Other Engineers	1,180
4.	Secretary	2,260	9.	Surveyor Helper	1,100
5.	Civil Engineer	2,010	10.	Typist	1,100

These 10 occupations make up 57% of total industry employment

Distribution of Employment and Establishments
by Three Digit SIC

		Establishments	Employment
891	Engineering, Architectural, and Surveying Services	1036	21,964
892	Noncommercial Educational, Scientific, and Research Organizations	137	7,587
893	Accounting, Auditing and Bookkeeping Services	969	7,319
899	Services, NEC	72	358

Of the more than 2200 establishments in this group 14 account for over forty percent of employment and nearly 1800 employ only twelve percent. The concentration of large establishments is in Engineering, Architectural and Surveying Services, with Accounting, Auditing and Bookkeeping Services having a majority of the smaller firms.

Non-economic SIC changes, both in and out of this group, have distorted the employment trends. Discounting these changes, employment continues to increase at more than five percent each year.

The occupational profile shows that the professional category accounts for over forty percent of employment, (largest within scope of survey) which is more than the technical and clerical combined. Since the 1975 survey, one large establishment with employment of over 4500 was shifted from the construction industry to this group. This change of one establishment, with a high concentration of professional workers, has made it impossible to compare the profiles from one survey to another.

OCCUPATIONS OF EMPLOYEES
MISCELLANEOUS SERVICES (SIC 89)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	3,980	10.67	5
Professional Occupations	15,170	40.67	N/A
Chemical Engineer	220	0.57	8
Civil Engineer	2,010	5.39	4
Electrical/Electronic Engineer	1,280	3.43	25
Industrial Engineer	150	0.40	8
Mechanical Engineer	1,050	2.82	12
Metallurgist/Metallurgical Engineer	30	0.08	6
Safety Engineer	170	0.46	16
All Other Engineers	1,180	3.16	N/A
Actuary	80	0.21	20
Statistician	30	0.08	16
All Other Physical Scientists	540	1.45	N/A
Market-Research Analyst	20	0.05	26
Psychologist	10	0.03	13
Systems Analyst, Business	260	0.70	13
Systems Analyst, Scientific	210	0.56	21
Photographer	20	0.05	28
Purchasing Agent/Buyer	200	0.54	5
Accountants/Auditors	3,810	10.21	4
Landscape Architect	80	0.21	11
Architect	610	1.64	8
Commercial Artist	120	0.32	8
Cost Estimator	410	1.10	4
Writer/Editor	210	0.56	19
Lawyer	20	0.05	18
Librarian, Professional	50	0.13	24
Personnel/Labor Relations Specialist	100	0.27	9
Designer	220	0.59	15
Tax Preparer	180	0.48	13
All Other Professional Workers	1,900	5.09	N/A
Technical Occupations	6,570	17.61	N/A
Computer Programmer, Business	250	0.67	13
Computer Programmer, Scientific	270	0.72	9
Drafter	2,870	7.69	2
Electrical/Electronic Technician	600	1.61	26
Surveyor	580	1.55	7
Specification Writer	40	0.11	6
Civil Engineering Technician	800	2.14	5
All Other Engineering Technicians	480	1.29	14
All Other Technicians	680	1.82	N/A
Service Occupations	660	1.77	N/A
Janitors, Porters, and Cleaners	360	0.97	13
Guards and Doorkeepers	140	0.38	21
All Other Service Workers	160	0.43	N/A

OCCUPATION	EMPLOYMENT Number	Percent	Relative Error Percent
Maintenance and Production Occupations	2,810	7.53	N/A
Mechanic, Maintenance	30	0.08	26
Blueprinting Machine Operator	80	0.21	6
Carpenter	130	0.35	14
Electrician	70	0.19	16
Inspector	190	0.51	26
Machinist	140	0.38	22
Maintenance Repairer	90	0.24	16
Helper, Trades	20	0.05	28
Plumber/Pipefitter	50	0.13	16
Surveyor Helper	1,100	2.95	8
All Other Skilled Workers	420	1.13	N/A
All Other Semiskilled Workers	380	1.02	N/A
All Other Unskilled Workers	110	0.29	N/A
Clerical Occupations	7,950	21.31	N/A
Clerical Supervisor	260	0.70	10
Bookkeeping/Billing Machine Operator	20	0.05	27
Computer Operator	200	0.54	8
Keypunch Operator	170	0.46	18
Peripheral E.D.P. Equipment Operator	20	0.05	14
All Other Office Equipment Operators	250	0.67	5
Stenographer	110	0.29	6
Accounting Clerk	420	1.13	8
Bookkeeper, Hand	470	1.26	6
File Clerk	230	0.62	4
General Clerk	890	2.39	8
Mail Clerk	210	0.56	17
Payroll/Timekeeping Clerk	70	0.19	9
Personnel Clerk	40	0.11	23
Receptionist	80	0.21	11
Secretary	2,260	6.06	4
Statistical Clerk	130	0.35	34
Switchboard Operator	40	0.11	10
Switchboard Operator/Receptionist	190	0.51	9
Messenger	120	0.32	12
Typist	1,000	2.68	8
Proofreader, Clerical	90	0.24	15
All Other Office Clerical Workers	430	1.15	N/A
Production Clerk/Coordinator	60	0.16	12
Shipping/Receiving Clerk	70	0.19	22
Stockclerk, Storeroom	80	0.21	34
All Other Plant Clerical Workers	40	0.11	N/A
Sales Occupations	160	0.43	N/A
Sales Representatives	140	0.38	9
All Other Sales Workers	20	0.05	N/A
TOTAL	37,300	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

OCCUPATIONS OF EMPLOYEES
ENGINEERING, ARCHITECTURE, AND SURVEYING SERVICES (SIC 891)

Reference Date June 1978

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Managers and Officers	2,140	9.73	6
Professional Occupations	8,090	36.77	N/A
Chemical Engineer	210	0.95	23
Civil Engineer	2,010	9.14	13
Electrical/Electronic Engineer	910	4.14	12
Industrial Engineer	150	0.68	26
Mechanical Engineer	890	4.05	14
Metallurgist/Metallurgical Engineer	30	0.14	19
Safety Engineer	140	0.64	10
All Other Engineers	830	3.77	N/A
Mathematician	10	0.05	41
Chemist	20	0.09	27
Geologist/Geophysicist	30	0.14	22
Oceanographer	30	0.14	39
Physicist	20	0.09	30
All Other Physical Scientists	30	0.14	14
Market Research Analyst	10	0.05	13
Psychologist	10	0.05	43
Systems Analyst, Business	120	0.55	20
Systems Analyst, Scientific	140	0.64	30
Purchasing Agent/Buyer	170	0.77	13
Accountants/Auditors	200	0.91	17
Landscape Architect	80	0.36	33
Architect	610	2.77	26
Commercial Artist	40	0.18	12
Cost Estimator	410	1.86	11
Writer/Editor	120	0.55	22
Lawyer	20	0.09	8
Librarian, Professional	20	0.09	9
Personnel/Labor Relations Specialist	70	0.32	8
Designer	220	1.00	47
All Other Professional Workers	540	2.45	N/A
Technical Occupations	5,330	24.23	N/A
Computer Programmer, Business	130	0.59	22
Computer Programmer, Scientific	200	0.91	21
Drafter	2,870	13.05	8
Electrical/Electronic Technician	280	1.27	19
Surveyor	580	2.64	23
Specification Writer	40	0.18	19
Civil Engineering Technician	800	3.64	14
All Other Engineering Technicians	310	1.41	32
Physical Science Technician	20	0.09	47
All Other Technicians	100	0.45	N/A

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Service Occupations	130	0.59	N/A
Janitors, Porters, and Cleaners	90	0.41	30
Guards and Doorkeepers	30	0.14	24
All Other Service Workers	10	0.05	N/A
Maintenance and Production Occupations	2,330	10.59	N/A
Supervisor, Nonworking	50	0.23	33
Mechanic, Maintenance	20	0.09	44
Blueprinting Machine Operator	80	0.36	20
Carpenter	100	0.45	39
Electrician	40	0.18	38
Machinist	80	0.36	30
Maintenance Repairer	80	0.36	37
Plumber/Pipefitter	40	0.18	40
Surveyor Helper	1,100	5.00	24
All Other Skilled Workers	210	0.95	N/A
All Other Semiskilled Workers	430	1.95	N/A
All Other Unskilled Workers	100	0.45	N/A
Clerical Occupations	3,860	17.55	N/A
Clerical Supervisor	130	0.59	13
Computer Operator	70	0.32	9
Keypunch Operator	70	0.32	7
Peripheral EDP Equipment Operator	10	0.05	22
All Other Office Machine Operators	200	0.91	N/A
Stenographer	90	0.41	19
Accounting Clerk	140	0.64	9
Bookkeeper, Hand	310	1.41	15
File Clerk	190	0.86	6
General Clerk	460	2.09	12
Mail Clerk	110	0.50	8
Payroll/Timekeeping Clerk	60	0.27	16
Personnel Clerk	10	0.05	17
Receptionist	60	0.27	42
Secretary	1,060	4.82	9
Statistical Clerk	50	0.23	5
Switchboard Operator	30	0.14	12
Switchboard Operator/Receptionist	100	0.45	35
Messenger	70	0.32	20
Typist	400	1.82	11
Proofreader, Clerical	30	0.14	7
All Other Office Clerical Workers	50	0.23	N/A
Production Clerk/Co-ordinator	50	0.23	20
Shipping/Receiving Clerk	50	0.23	31
Stockclerk, Storeroom	20	0.09	23
All Other Plant Clerical Workers	40	0.18	35

OCCUPATION	EMPLOYMENT		
	Number	Percent	Relative Error Percent
Sales Occupations	120	0.55	N/A
TOTAL	22,000	100.00	N/A

N/A Relative Error Not Available

Note: May not add to totals due to rounding.

Occupational Profiles published by the Massachusetts Division of Employment Security.

1971	Manufacturing 1/
1973	Non-Manufacturing 1/
1973	Wholesale and Retail Trade 1/
1974	Manufacturing 1/
1975	Selected Federal - State and Local Government
1976	Wholesale and Retail Trade
1976	Trucking, Warehousing and Air Transportation
1977	Selected Manufacturing Industries

1/ Out of Print

Write to:
Occupation/Industry Research Department
Massachusetts Division of Employment Security
Charles F. Hurley Building
Government Center,
Boston, Ma 02114

ACME
BOOKBINDING CO. INC.

OCT 28 1980

50 CAMBRIDGE STREET
CHARLESTOWN, MASS.